



## BEAUMARIS PRIMARY SCHOOL ANAPHYLAXIS MANAGEMENT POLICY

### RATIONALE:

- To provide, as far as practicable, a safe and supportive environment in which students at risk of anaphylaxis can participate equally in all aspects of their schooling.
- To raise awareness about anaphylaxis and the school's anaphylaxis management policy in the school community.
- To engage with parents/carers of students at risk of anaphylaxis in assessing risks, developing risk minimisation strategies and management strategies for the student.
- To ensure that each staff member has adequate knowledge about allergies, anaphylaxis, school policy, and procedures in responding to an anaphylactic reaction.

### AIMS:

- An individual management plan is to be developed, in consultation with the student's parents, for any student who has been diagnosed by a medical practitioner as being at risk of anaphylaxis.
- A communication plan is in place to provide information to all staff, students and parents about anaphylaxis and the school's anaphylaxis management policy.
- Staff training schedules and emergency response procedures must be maintained (in accordance with DEECD guidelines) and valid at all times.

### IMPLEMENTATION:

#### 1. INDIVIDUAL ANAPHYLAXIS MANAGEMENT PLANS

The first aid officer will ensure that an individual management plan is developed, in consultation with the student's parents, for any student who has been diagnosed by a medical practitioner as being at risk of anaphylaxis. This will be in place as soon as the emergency procedures plan has been received from the parents.

The individual anaphylaxis management plan will set out the following:

- Information about the diagnosis, including the type of allergy or allergies the student has (based on a diagnosis from a medical practitioner).
- Strategies to minimise the risk of exposure to allergens while the student is under the care or supervision of school staff, for in-school and out of school settings including camps and excursions.
- Information on where the student's medication will be stored.
- The student's emergency contact details.
- An emergency procedures plan (ASCIA<sup>1</sup> Action Plan), provided by the parent, that:
  - sets out the emergency procedures to be taken in the event of an allergic reaction;
  - is signed by a medical practitioner who was treating the child on the date the practitioner signed the emergency procedures plan; and
  - includes an up to date photograph of the student.

The student's individual management plan will be reviewed, in consultation with the student's parents/ carers:

- annually, and as applicable,
- if the student's condition changes, or
- immediately after a student has an anaphylactic reaction at school, or in while the care of the school.

It is the responsibility of the parents to:

- provide the emergency procedures plan (ASCIA Action Plan).
- inform the school if their child's medical condition changes, and if relevant provide an updated emergency plan
- provide an up to date photo for the emergency procedures plan (ASCIA Action Plan) when the plan is provided to the school and when it is reviewed.

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<sup>1</sup> ASCIA: Australasian Society of Clinical Immunology and Allergy Inc.

## 2. COMMUNICATION PLAN

The school's communication plan is designed to ensure that all staff have information about what steps to take in response to an anaphylactic reaction by a student in a classroom, in the school yard, on school excursions, on school camps and special event days. It is also intended to ensure that students are made aware of appropriate hygiene and food sharing issues; and that parents are appropriately informed.

The communication plan is as follows:

### *Grades Information*

At the start of each school year a detailed letter is sent to all families in a grade with an anaphylactic student, to provide information about the condition and ask for their assistance in minimising any risks, by reiterating the importance of hygiene etc.

### *Student, Food and Hygiene*

Throughout the year, teachers have regular discussions with students about the importance of washing hands, eating their own food and not sharing food.

### *All Staff Briefings*

All staff are briefed once each semester by the principal or assistant principal (who has up to date anaphylaxis management training) on:

- the school's anaphylaxis management policy;
- the causes, symptoms and treatment of anaphylaxis;
- the identities of students diagnosed at risk of anaphylaxis and where their medication is located (i.e. Sick Bay);
- how to use an auto adrenaline injecting device; and
- the school's first aid and emergency response procedures.

### *Casual Staff Briefings*

Upon arrival at the school, casual relief staff are informed of students at risk of anaphylaxis in their class and of their role in responding to an anaphylactic reaction by a student in their care at the school. This information is provided with the class room roll and via the school's information booklet which is given to all new staff.

## 3. STAFF TRAINING AND EMERGENCY RESPONSE

All staff must have up to date training in an anaphylaxis management training course provided by an external health consultant. This training must be undertaken annually.

The school's first aid procedures and student's emergency procedures plan (ASCIA Action Plan) must be followed in responding to an anaphylactic reaction.

### ***School's First Aid Procedures in Response to An Anaphylactic Reaction***

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### **EVALUATION:**

This policy will be reviewed with whole staff, student, parent and community input as part of the school's three-year review cycle.

**Ratified by School Council:**

**2012**

**To be reviewed: 2015**