



St Francis Xavier Primary School Anaphylaxis Management Policy

Reviewed: February 2015

Ratified: March 2015

Next Review: 2019

RATIONALE:

Anaphylaxis is a severe, rapidly progressive allergic reaction that is potentially life threatening. Up to two per cent of the general population and up to five percent of children are at risk. The most common causes in young children are eggs, nuts, cow milk, bee or other insect stings and some medications.

A reaction can develop within minutes of exposure to the allergen, but with awareness, planning and training, a reaction can be treated effectively by using an adrenaline auto injector called an EpiPen® injected into the muscle of the outer mid-thigh.

St. Francis Xavier Primary School recognises that it is difficult to achieve a completely allergen free environment in a school context. St. Francis Xavier is committed to adopting and implementing a range of procedures and risk minimisation strategies:

- to reduce the risk of a student having an anaphylactic reaction at school.
- to ensure that staff are trained to respond appropriately if a student has an anaphylactic reaction.

The most common allergens in school aged children are:

- peanuts
- eggs
- tree nuts (e.g. cashews)
- cow's milk
- fish and shellfish
- wheat
- soy
- sesame
- latex
- certain insect stings
- certain medication

The key to prevention of anaphylaxis in schools is:

- knowledge of those students who have been diagnosed at risk
- awareness of triggers (allergens)
- prevention of exposure to these triggers.

Partnerships between schools and parents are important in ensuring that certain foods or items are kept away from the student while at school.

Adrenaline given through an EpiPen® autoinjector to the muscle of the outer mid-thigh is the most effective first aid treatment for anaphylaxis.

POLICY STATEMENT:

It is the responsibility of the St. Francis Xavier Primary School:

- 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 the student's 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 and the school's policy and procedures in responding to an anaphylactic reaction.

PRINCIPLES:

Anaphylaxis Management Plans

Note: A template of an individual anaphylaxis management plan can be found on Page 18 Anaphylaxis Guidelines for Victorian Government Schools

- The principal 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.
- The individual anaphylaxis management plan will be in place as soon as practicable after the student enrolls, and where possible before their first day of school.
- 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.

Individual Anaphylaxis Plan Template

Note: Appendix 2 (pp 21 – 23) of the Anaphylaxis Guidelines for Victorian Government Schools contains advice about a range of prevention strategies that can be put in place.

Individual Anaphylaxis Management Plans will include:

- The name of the person/s responsible for implementing the strategies.
- Information on where the student's medication will be stored.
- The student's emergency contact details.
- An emergency procedures plan (ASCIA 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 signs the emergency procedures plan; and
- includes an up to date photograph of the student.

Note: The red and blue 'ASCIA Action Plan' is the most common form of emergency procedures plan that is provided by medical practitioners to parents when a child is diagnosed as being at risk of anaphylaxis.

An example can be found on page 20 of the Anaphylaxis Guidelines

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

It is the responsibility of the parent 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 procedures plan (ASCIA Action 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.

Communication Plan

Note: Page 15 of the Anaphylaxis Guidelines for Victorian Government Schools has advice about strategies to raise staff and student awareness, working with parents/carers and engaging the broader school community

- The principal will be responsible for ensuring that a communication plan is developed to provide information to all staff, students and parents about anaphylaxis and the school's anaphylaxis management policy.
- The communication plan will include information about what steps will be taken to respond to an anaphylactic reaction by a student in a classroom, in the school yard, on school excursions, on school camps and special event days.
- Volunteers and casual relief staff of students at risk of anaphylaxis will be informed students at risk of anaphylaxis and their role in responding to an anaphylactic reaction by a student in their care by (insert staff members name)
- All staff will be briefed once each semester by a staff member 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
 - how to use an autoadrenaline injecting device
 - the school's first aid and emergency response procedures

Note: A DVD has been included in the information pack provided to schools that can be used for this purpose at staff briefings.

Staff Training and Emergency Response

- Teachers and other school staff who conduct classes which students at risk of anaphylaxis attend, or give instruction to students at risk of anaphylaxis must have up to date training in an anaphylaxis management training course.
- At other times while the student is under the care or supervision of the school, including excursions, yard duty, camps and special event days, the principal must

ensure that there is a sufficient number of staff present who have up to date training in an anaphylaxis management training course.

- The principal will identify the school staff to be trained based on a risk assessment. In many schools this will mean that the majority or all staff will need to be trained

Note: A risk assessment tool has been included in the information pack provided to schools to assist principals

- Training will be provided to these staff as soon as practicable after the student enrolls.
- Wherever possible, training will take place before the student's first day at school. Where this is not possible, an interim plan will be developed in consultation with the parents.
- The school's first aid procedures and students emergency procedures plan (ASCIA Action Plan) will be followed in responding to an anaphylactic reaction.

IMPLEMENTATION OF THE POLICY:

Staff to be taken through details of Anaphylaxis Management Policy annually and participate in Anaphylaxis® training each semester.

St. Francis Xavier Primary School Anaphylaxis Management Policy to be distributed to parents / caregivers and available on the School website. The School will take all reasonable steps to implement this Anaphylaxis Management Policy.

REFERENCES:

Ministerial Order No # 90 - Anaphylaxis Management in schools

Ministerial Order No # 90 - Sample Anaphylaxis Management Policy

Anaphylaxis Guidelines: A Resource for managing Severe Allergies in Victorian Government Schools

Victorian Government Schools Reference Guide

<http://www.education.vic.gov.au/management/governance/referenceguide/default.htm>

