

## **JAMES COOK PRIMARY SCHOOL** **ANAPHYLAXIS MANAGEMENT POLICY**



### **BACKGROUND**

- Anaphylaxis is a severe, rapidly progressive allergic reaction that is potentially life threatening. 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 and medication.
- The key to prevention of anaphylaxis in schools is knowledge of those students who have been diagnosed at risk, awareness of triggers (allergens), and 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.

### **PURPOSE**

- 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.

### **INDIVIDUAL ANAPHYLAXIS MANGEMENT PLANS**

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. Individual Anaphylaxis Plans and ASCIA plans will be stored in the first aid room.

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.
- 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.

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,
- immediately after a student has an anaphylactic reaction at school, or
- when the student is to participate in an off-site excursion or special event organised and attended by the 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.
- provide the school with an adrenaline auto-injector this is current and not expired

School staff will then implement and monitor the student's Individual Anaphylaxis Plan.

- **Staff will avoid the use of food treats in class or as rewards, as these may contain hidden allergens and work with parents/guardians to provide appropriate treats for anaphylactic students for special events.**
- **While students are eating lunch, staff will be aware of food containing allergens and reduce the risk of accidental exposure to those students with a food allergy.**
- **Food bought to school for events (bake sale, harmony day) will contain a list of ingredients**
- **Foods used during teaching sessions will be selected considering allergies, age group of students and associated risks**

### COMMUNICATION PLAN

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.

Steps taken if an anaphylactic reaction occurs:

#### Classroom:

Class teacher to gauge appropriate action required. Anaphylaxis Action Plan for each child is on display in the teacher office as well as in the first aid box. Remove contaminate or the child from danger. Treat in accordance with their Individual Action plan. Treating staff member must contact ambulance if required. All actions taken are to be recorded noting the times and medications given. Office will contact parents.

#### School Yard:

Each duty teacher to be trained. Yard duty teacher will carry a first aid bag which has photo of affected children together with names and grades.

If a reaction occurs remove contaminate or the child from danger. Treat in accordance with their Individual Action Plan. Medication & Epipen stored centrally in each module first aid box (located on right hand side of wet area). **An alternate Epipen, is located in the First Aid room;** access whichever is in closer proximity. Treating staff member must contact ambulance if required. All actions need to be recorded accurately.

Office will contact parents.

#### Camps/School Excursions:

Child's Epipen, medications and management and action plans to be taken on all camps/excursions. Students to carry medication in bum bag around waist. If a reaction occurs, supervising teacher will:

- Follow management plan
- Contact ambulance if required
- Teacher stays with child to monitor
- Contact school and/or venue administration.

#### Casual Relief Teachers/Visitors:

Where possible CRT's at James Cook PS are few in number and are therefore aware of issues. Folders are provided to casual relief teachers at the beginning of each school day. These folders contain photos and management plans of students at risk of an anaphylactic reaction and outline the steps to take if an anaphylactic reaction occurs.

All staff will be briefed once each semester (or when a new student enrolls at the school, diagnosed at risk) 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, details of their medical condition and where their medication is located
- how to use an autoadrenaline injecting device
- the school's first aid and emergency response procedures

### **STAFF TRAINING AND EMERGENCY RESPONSE**

A register of students at risk of anaphylaxis will be maintained and updated by the first aid officer. Teachers and other school staff who conduct classes in which students at risk of anaphylaxis attend, or give instruction to, must have up to date training in an anaphylaxis management training. 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 there are sufficient number of staff present who have management training.

The principal will identify the school staff to be trained based on a risk assessment.

The principal will be responsible for arranging the purchase and maintenance of auto injectors for general use based on the age and number of students at risk. Auto Injectors provided by the school will be replaced at the school's expense, either at the time of use or expiry, whichever comes first.

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 student's emergency procedures plan (ASCIA Action Plan) will be followed in responding to an anaphylactic reaction.
- Individual Anaphylaxis Plans will be stored in the first aid room.
- James Cook Primary School will provide auto injectors which will be stored in the first aid room and made available for excursions, camps and special events conducted, organised or attended by the school.

The school will review and update the Anaphylaxis Management Policy annually, ensuring that it complies with MO706 and associated guidelines. A review of procedures will be conducted after an anaphylactic incident and counselling will also be provided if necessary.