

ANAPHYLAXIS MANAGEMENT POLICY

Policy: Anaphylaxis Management

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

Greensborough College will fully comply with Ministerial Order 706 and the associated Guidelines published and amended by the Department from time to time.

Implementation:

Staff Training

All school staff will be appropriately trained as follows:

Completed by	Course	Provider	Cost	Valid for
All school staff	ASCIA Anaphylaxis e-training for Victorian Schools followed by a competency check by the School Anaphylaxis Supervisor	ASCIA	Free to all schools	2 years
AND				
2 staff per school or per campus (School Anaphylaxis Supervisor)	<i>Course in verifying the Correct Use of Adrenaline Autoinjector Devices 22303VIC</i>	Asthma Foundation	Free from the Asthma Foundation (for Government Schools)	3 years

Note: First Aid training does NOT meet anaphylaxis training requirements under MO706.

In addition, all staff are to participate in a twice yearly briefing on

- The school's Anaphylaxis Management Policy
- The causes, symptoms and treatments of anaphylaxis

- The identities of students with a medical condition that relates to an allergy and the potential for anaphylactic reaction, and where their medication is located.
- How to use an adrenaline autoinjector, including hands on practice with a trainer autoinjector device
- The school's general first aid and emergency response procedures.
- The location of and access to adrenaline autoinjectors that have been provided by parents or purchased by the school for general use.

The briefing will be conducted by the School Anaphylaxis Supervisor who has successfully completed an Anaphylaxis Management Training Course in the last two years.

In the event that the relevant training has not occurred for a member of staff who has a child in their class at risk of anaphylaxis, the Principal will develop an interim Individual Anaphylaxis Management Plan in consultation with the parents of any affected student. Training will be provided to relevant school staff as soon as practicable after the student enrolls, and preferably before the student's first day at school.

The Principal will ensure that while the student is under the care or supervision of the school, including excursions, yard duty, camps and special event days, there is a sufficient number of school staff present who have successfully completed an Anaphylaxis Management Training Course.

* Casual relief staff of students at risk of anaphylaxis will be informed of the students involved and their role in responding to an anaphylactic reaction by a student in their care by the Daily Organiser.

Individual Anaphylaxis Management Plans

- The Principal will ensure that an individual management plan is developed annually, 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 (IAMP) will be in place as soon as practicable after the student enrolls.
- The IAMP will set out the following:
 - information about the diagnoses, including the type of allergy or allergies the student has
 - 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 followed in the event of an allergic reaction and signed by the medical practitioner who was treating the child on the date the practitioner signs the plan and includes and up to date photograph of the child.

The IAMP will be reviewed, in consultation with the student's parents/carers annually and as applicable, if the student's condition changes or immediately after the 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 the child's medical condition changes, and if relevant provide an updated ASCIA Action Plan
- Provide an up to date photo for the ASCIA Action Plan when the plan is provided to the school and when it is reviewed.
- Provide the school with a current (the date has not expired) adrenaline autoinjector for their child.

School Management and Emergency Response

- An up to date list of students identified as having a medical condition that relates to allergy and the potential for an anaphylactic reaction is provided to every staff member.
- Individual Anaphylaxis Management Plans are stored in the Anaphylaxis folder in the general office. Individual information is also available on Compass.
- Students on excursion or camp will have their AMP with them.
- Adrenaline autoinjectors – both individual and general purpose – are stored in the First Aid room.
- The Principal will purchase adrenaline autoinjector(s) for general use (purchased by the school) and as a back up to those supplied by parents.
- Back up adrenaline autoinjectors form part of the first aid kit for all excursions and camps.
- It is the responsibility of the First Aid Coordinator to ensure that adrenaline autoinjectors for general use are replaced before they expire, or at the time of use.

Communication Plan

The Daily Organiser will provide casual staff with the school Anaphylaxis Management Policy.

All school staff will undertake ASCIA training and attend a twice yearly briefing.

Related Policies

First Aid Policy

Privacy Policy

Evaluation:

This policy will be reviewed as part of the College's review cycle or when new information is provided by DE&T.

Ratified by School Council October 2018