

Doncaster Gardens Primary School Anaphylaxis Management Policy

Philosophical Basis:

The correct and timely management of students who have been identified by a medical practitioner as being at risk of an anaphylactic reaction (severe allergic reaction) is vital. Wherever possible allergic reactions must be minimised, and the symptoms recognised and treated quickly. Doncaster Gardens Primary School will comply with Ministerial Order No 706 and the associated Guidelines in Anaphylaxis Management in Schools.

Guidelines:

- Parents must inform the classroom teacher and Principal if they believe their child has a severe life-threatening allergy that may impact on his/her safety at school.
- Parents are to provide a copy of a letter from a medical practitioner outlining the details of the allergy concerned and what medical treatment should be undertaken in case of a reaction. This advice, in the form of an anaphylaxis action plan, needs to be updated annually and/or if there is any change in the student's condition. Photos will be updated annually or more frequently if there is a change in the student's appearance.
- Following enrolment, a meeting will take place between the parents, class teacher, first aid coordinator and the Principal (or delegate) to discuss the issues, decide on strategies to minimise risk and to exchange documentation.
- The school will develop a Communication Plan to provide information to all school staff, students and parents about anaphylaxis and the school's Anaphylaxis Management Policy.
- All staff will be provided with training in relation to the allergy and the necessary treatment, including the use of Adrenaline auto-injector pens.
- Identified students will not be isolated or excluded from any activity, within reason.
- A reasonable effort will be made to ensure that contact with allergens is minimised. This will require each student to have an individualised risk minimisation plan, separate from the anaphylaxis action plan.
- In the event of an anaphylactic reaction, the school's first aid and emergency response procedures and the student's Individual Anaphylaxis Action Plan must be followed.
- The Canteen Manager and Out of School Hours Care Coordinator will be informed of any foods known to cause severe allergic reactions in students, and these foods will be minimised from the canteen menu and OSHC snacks, within reason.
- Anaphylaxis by definition is a life-threatening allergic reaction; therefore a parent or designated adult may be invited to attend school camp.
- Parents and staff will liaise with the camp personnel to ensure adequate precautions and safety measures are instituted prior to the camp commencing.
- All supervising adults attending camp will have an understanding of the first aid treatment necessary for students who exhibit allergic symptoms.
- Parents will supply specific food requirements.

Implementation:

- Staff training will occur on a twice yearly basis to ensure that all personnel are up to date on recognition of symptoms and the appropriate treatment. Replica adrenaline auto-injector pens will be made readily available for refreshing skills at any time.
- A designated staff member will complete the Anaphylaxis Risk Management checklist on an annual basis and will discuss with the Principal any risk minimisation processes that need to be implemented.
- A letter of explanation will be distributed to families explaining the health concern and consequent classroom strategies to be followed for specific students (with parental consent).
- The school will educate students and parents about anaphylaxis via newsletter articles and specific classroom sessions.

- If known food allergens have been used in a room, the student with the severe allergy will be removed immediately from the area, and the room will be thoroughly cleaned prior to the return of that student.
- Hand washing should take place for staff and students on a regular basis, particularly before and after eating food.
- In general, there will be no sharing of snacks or lunches in grades. Identified students will bring their own food for parties and special occasions.
- Adrenaline auto-injector pens and action plans are located in the staff room in the north building.
- Generic adrenaline auto-injector pens are accessed in the office, in Barney's Room in the south building and in the PE Office adjacent to the gymnasium for any identified student experiencing anaphylaxis, and/or as a second administration to an anaphylactic student who has not responded to the first administration of adrenaline.
- Anaphylaxis Action plans will be displayed in the first aid room, staff room, on walls/doors of relevant classrooms and in clearly marked folders in relevant classrooms. Photos and information (not the Action plans) will be displayed in the yard duty folders and specialist rooms. Parent permission will be obtained for displaying photos.
- Insect anaphylactic students will not be required to assist with gardening activities.
- No anaphylactic students will be required to pick up litter in the school ground.
- Out of school settings: Each identified student's adrenaline auto-injector pen, antihistamine, action plan, at least one generic Adrenaline auto-injector pen and a mobile phone must be taken to all excursions and other out of school settings.
- If a student has both asthma and anaphylaxis, in the event of severe breathing difficulties, the anaphylaxis action plan will be implemented prior to administering the asthma action plan.

Evaluation:

- Evaluation will occur on an annual basis or following an incident or event to make sure that the information is correct and all personnel are aware of how to respond to a severe life-threatening allergic reaction.
- This policy will be reviewed every three years as part of the policy review cycle.