

ANAPHYLAXIS MANAGEMENT POLICY

Rossbourne School is committed to creating a Child Safe Organisation through the implementation of the Child Safe Standards as specified in Ministerial Order No 1359 (2022). We will implement strategies policies, procedures and practices that will comply with the prescribed standards, to ensure the on-going safety of students.

This policy is to advise and guide the Principal whose responsibility it is to implement policy with appropriate procedures – See Anaphylaxis Procedures, Anaphylaxis Communication Plan.

PURPOSE

To explain to Rossbourne School parents, carers, staff and students the processes and procedures in place to support students diagnosed as being at risk of suffering from anaphylaxis. This policy also ensures that Rossbourne School is compliant with Ministerial Order 706¹ and the Department's Guidelines for Anaphylaxis Management².

SCOPE

This policy applies to:

- all staff, including casual relief staff and volunteers
- all students who have been diagnosed with anaphylaxis, or who may require
- emergency treatment for an anaphylactic reaction, and their parents and carers.

POLICY

Rossbourne School Statement

Rossbourne School will fully comply with Ministerial Order 706 and the associated guidelines published by the Department of Education and Training.

This policy will be made available to staff, students and parents.

Responsible

The Principal of Rossbourne School is responsible for ensuring that a “communication plan” is developed to provide information to all school staff, students and parents about anaphylaxis and the school's anaphylaxis management policy.

Parents will be communicated with anaphylaxis requirements and emergency response via newsletters, update requests and access to online policies and procedures. Staff will have twice a year training and updates at staff briefing and students updated via homeroom teachers and prior to camps and excursions.

¹ Ministerial Order 706

² Department's Guidelines for Anaphylaxis Management

Anaphylaxis

Anaphylaxis is a severe allergic reaction that occurs after exposure to an allergen. The most common allergens for school-aged children are nuts, eggs, cow's milk, fish, shellfish, wheat, soy, sesame, latex, certain insect stings and medication.

Symptoms

Signs and symptoms of a mild to moderate allergic reaction can include:

- swelling of the lips, face and eyes
- hives or welts
- tingling in the mouth.

Signs and symptoms of anaphylaxis, a severe allergic reaction, can include:

- difficult/noisy breathing
- swelling of tongue
- difficulty talking and/or hoarse voice
- wheeze or persistent cough
- persistent dizziness or collapse
- student appears pale or floppy
- abdominal pain and/or vomiting.

Symptoms usually develop within ten minutes and up to two hours after exposure to an allergen, but can appear within a few minutes.

Treatment

Emergency first aid for severe allergic reactions

A severe allergic reaction (anaphylaxis) is life-threatening and requires urgent action. Lay the person flat – do not allow them to stand or walk. Give adrenaline injector (such as EpiPen® or Anapen®). Phone an ambulance – call triple zero (000).

Strategies to minimise the risk of an allergic reaction (emergency response) are available from the ROSSBOURNE Anaphylaxis Procedure

Adrenaline given as an injection into the muscle of the outer mid-thigh is the first aid treatment for anaphylaxis. These adrenaline auto-injectors are designed so that anyone can use them in an emergency.

Individual Anaphylaxis Management Plans

All students at Rossbourne School who are diagnosed by a medical practitioner as being at risk of suffering from an anaphylactic reaction must have an Individual Anaphylaxis Management Plan. When notified of an anaphylaxis diagnosis, the Principal or nominee of Rossbourne School is responsible for developing a plan in consultation with the student's parents/carers. Where necessary, an Individual Anaphylaxis Management Plan will be in place as soon as practicable after a student enrolls at Rossbourne School and where possible before the student's first day.

An Individual Anaphylaxis Management Plan will be reviewed in consultation with the student's parents as soon as practicable after a student has an anaphylactic reaction at school.

Rossbourne School will review student's Individual Anaphylaxis Management Plan in consultation with the student's parents when a student is to participate in an off-site activity such as camps and excursion, or at special events conducted, organised or attended by the school.

Parents and carers must:

- obtain an ASCIA Action Plan for Anaphylaxis from the student's medical practitioner and provide a copy to the school as soon as practicable
- immediately inform the school in writing if there is a relevant change in the student's medical condition and obtain an updated ASCIA Action Plan for Anaphylaxis
- provide an up-to-date photo of the student for the ASCIA Action Plan for Anaphylaxis when that Plan is provided to the school and each time it is reviewed
- provide the school with a current adrenaline auto-injector for the student that has not expired
- participate in annual reviews of the student's Plan.

Each student's Individual Anaphylaxis Management Plan must include:

- information about the student's medical condition that relates to allergies and the potential for anaphylactic reaction, including the type of allergies the student has
- information about the signs or symptoms the student might exhibit in the event of an allergic reaction based on a written diagnosis from a medical practitioner
- strategies to minimise the risk of exposure to known allergens while the student is under the care or supervision of school staff, including in the school yard, at camps and excursions, or at special events conducted, organised or attended by the school
- the name of the person(s) responsible for implementing the risk minimisation strategies, which have been identified in the Plan
- information about where the student's medication will be stored
- the student's emergency contact details
- an up-to-date ASCIA Action Plan for Anaphylaxis completed by the student's medical practitioner.

FURTHER INFORMATION AND RESOURCES

- DET School Policy and Advisory Guide:
 - [Anaphylaxis](#)
 - [Anaphylaxis management in schools](#)
- Allergy & Anaphylaxis Australia: [Risk minimisation strategies](#)
- ASCIA Guidelines: [Schooling and childcare](#)
- Royal Children's Hospital: [Allergy and immunology](#)

REVIEW CYCLE AND EVALUATION

The Principal or nominee will complete the Annual Risk Management Checklist for anaphylaxis management to assist with the evaluation and review of this policy and the support provided to students at risk of anaphylaxis.

See Rossbourne School policies and procedures:

- Anaphylaxis Annual Risk Management Checklist
- Anaphylaxis Communication Plan
- Anaphylaxis Individual Management Plan
- Anaphylaxis Management Policy
- Anaphylaxis Procedures

Ratified by Rossbourne School Council: February 2022

Review date: February 2023

November 2022