

Anaphylaxis Management Policy

Background

Anaphylaxis is the most severe and rapidly progressive form of allergic reaction and is potentially life threatening. The most common allergens are milk, eggs, peanuts, tree nuts (e.g. cashews), sesame, fish, shellfish, wheat, soy, and some insect stings and medications.

Djerriwarrh Community & Education Services is committed to protecting the health, safety and welfare of our students, and is dedicated to the prevention of anaphylaxis and to minimising exposure to allergens and triggers wherever possible. The key to prevention is knowledge of those students who have been diagnosed as being at risk, having an awareness of triggers and allergens, and the prevention of exposure to these triggers.

It is important that Djerriwarrh works together with students who are at risk of Anaphylaxis and their parents/guardians (if applicable) to ensure that certain foods or items are kept away from the student while at school.

Individual Anaphylaxis Management Plans

The VCAL Manager will ensure that an Individual Anaphylaxis Management Plan is developed in consultation with the student and their parent/guardian, 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 before their first day of school.

The Individual Anaphylaxis Management Plan will set out the following:

- Information about the student's medical condition, including the type of allergy or allergies the student has (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 Djerriwarrh staff for in-school and out-of-school settings including in the school yard, camps, excursions or at special events conducted, organised or attended by Djerriwarrh
- 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 ASCIA* Action Plan, provided by the student or parent/guardian that:
 - sets out the emergency procedures to be followed in the event of an allergic reaction;
 - is signed by the medical practitioner who was treating the student on the date the practitioner signs the ASCIA Action Plan; and
 - includes an up to date photograph of the student.

* ASCIA - Australasian Society of Clinical Immunology and Allergy Limited

The student's Individual Anaphylaxis Management Plan will then be implemented by Djerriwarrh staff, and will be reviewed in consultation with the student and their parent/guardian in the following circumstances:

- annually
- if the student's medical condition changes
- as soon as practicable after the student has had an anaphylactic reaction at Djerriwarrh.

It is the responsibility of the student/parent/guardian to:

- provide the ASCIA Action Plan
- inform Djerriwarrh if the student's medical condition changes, and if relevant provide an updated ASCIA Action Plan
- provide an up to date photo of the student for the ASCIA Action Plan when the plan is provided Djerriwarrh and when it is reviewed
- provide Djerriwarrh with two Adrenaline Autoinjectors for the student that are current and not expired. One autoinjector is to remain with the student and the other is to remain on site as a backup.

Communication Plan

The VCAL Manager will be responsible for ensuring that a communication plan is developed to provide information to all staff members, students and parents/guardians about anaphylaxis and Djerriwarrh'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 of students at risk of anaphylaxis by the VCAL Manager, and their role in responding to an anaphylactic reaction by a student in their care.

All staff members will be briefed at least twice a year (with the first briefing to be held at the beginning of the school year or when a new student commences with severe allergies) by a staff member who has up to date anaphylaxis management training on:

- the causes, symptoms and treatment of anaphylaxis
- the identities of students diagnosed at risk of anaphylaxis
- the preventative strategies in place
- where Adrenaline Autoinjectors are kept
- how to use an adrenaline auto injecting device, including hands on practice with trainer Autoinjectors
- their role in responding to a severe allergic reaction.

Associated Policies	PO 067 VCAL Student Selection and Enrolment Policy PO 083 Child Safety Code of Conduct Policy
Associated Procedures	PR 067a VCAL Student Selection and Enrolment Procedure PR 077a Anaphylaxis Management Procedure
Other associated documents Internal	FO 376 Individual Anaphylaxis Management Plan
Relevant Legislation	Child Wellbeing and Safety Act 2005 (Vic) Disability Discrimination Act 1992 (Cth)

	Education and Training Reform Act 2006 (Vic) Equal Opportunity Act 2010 (Vic) Health Records Act 2001 Ministerial Order No 706: Anaphylaxis Management in Victorian schools
Other associated documents External	ASCIA: www.allergy.org.au