



Narrogin Senior High School
ANAPHYLAXIS MANAGEMENT PLAN

Table of Contents

1.	Background	3
2.	Purpose	3
3.	Individual Anaphylaxis Care Plans	3
4.	Communication	3
5.	Staff training and emergency response	4
6.	Risk minimisation	4
7.	Anaphylaxis Management Guidelines	4
	Appendix 1: Sample Individual Anaphylaxis Health Care Plan	
	Appendix 2: ASCIA Action Plans	
	Appendix 3: Anaphylaxis Management Checklist for Schools	

1. 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 and certain insect venom (particularly bee stings).

The key to prevention of anaphylaxis in schools is knowledge of the student who has been diagnosed as at risk, awareness of allergens, and prevention of exposure to those allergens. Partnerships between schools and parents/guardians are important in helping the student avoid exposure.

Adrenaline given through an adrenaline autoinjector (such as an EpiPen® or Anapen®) into the muscle of the outer mid thigh is the most effective first aid treatment for anaphylaxis.

2. 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 their schooling.

To raise awareness about anaphylaxis and the school's anaphylaxis management policy in the school community.

To engage with parents/guardians of each student at risk of anaphylaxis in assessing risks and developing risk minimisation strategies for the student.

To ensure that staff have knowledge about allergies, anaphylaxis and the school's guidelines and procedures in responding to an anaphylactic reaction.

3. Individual Anaphylaxis Health Care Plans

The principal will ensure that an Individual Anaphylaxis Health Care Plan is developed in consultation with the student's parents/guardians, for any student who has been diagnosed by a medical practitioner as being at risk of anaphylaxis (see Appendix 2).

The Individual Anaphylaxis Health Care Plan will be in place as soon as practicable after the student is enrolled and where possible before their first day of school.

The student's Individual Anaphylaxis Health Care Plan will be reviewed, in consultation with the student's parents/guardians:

annually, and as applicable;

if the student's condition changes;

immediately after the student has had an anaphylactic reaction.

It is the responsibility of the parent/guardian to:

provide an ASCIA Action Plan completed by the child's medical practitioner with a current photo;

inform the school if their child's medical condition changes, and if relevant provide an updated ASCIA Action Plan.

4. Communication

The principal will be responsible for providing information to all staff, students and parents/guardians about anaphylaxis and development of the school's anaphylaxis management strategies.

Volunteers and casual relief staff will be informed on arrival at the school if they are caring for a student at risk of anaphylaxis and their role in responding to an anaphylactic reaction.

5. Staff training and emergency response

Teachers and other school staff who have contact with the student at risk of anaphylaxis, are encouraged to undertake training in anaphylaxis management including how to respond in an emergency.

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 that there is a sufficient number of staff present who have up to date training and know how to recognise, prevent and treat anaphylaxis. 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 student's parents/guardians.

The school's first aid procedures and student's ASCIA Action Plan will be followed when responding to an anaphylactic reaction.

6. Risk minimisation

The key to prevention of anaphylaxis is the identification of allergens and prevention of exposure to them. The school can employ a range of practical prevention strategies to minimise exposure to known allergens.

7. Anaphylaxis Management Guidelines

Western Australian Schools

Setting	Considerations
Classroom	<ul style="list-style-type: none"> • Display a copy of the student's ASCIA Action Plan in the classroom. • Liaise with parents/guardians about food related activities ahead of time. • Use non-food treats where possible. If food treats are used in class, it is recommended that parents/guardians provide a box of safe treats for the student at risk of anaphylaxis. Treat boxes should be clearly labelled. Treats for the other students in the class should be consistent with the school's allergen minimisation strategies • Never give food from outside sources to a student who is at risk of anaphylaxis. • Be aware of the possibility of hidden allergens in cooking, food technology, science and art classes (e.g. egg or milk cartons). • Have regular discussions with students about the importance of washing hands, eating their own food and not sharing food. • Casual/relief teachers should be provided with a copy of the student's ASCIA Action Plan.
Canteens	<ul style="list-style-type: none"> • If schools use an external/contracted food service provider, the provider should be able to demonstrate satisfactory training in the area of anaphylaxis and its implications on food handling. • With permission from parents/guardians, canteen staff (including volunteers) should be briefed about students at risk of anaphylaxis, preventative strategies in place and the information in their ASCIA

	<p>Action Plans. With permission from parents/guardians, some schools have the students name, photo and the foods they are allergic to, displayed in the canteen as a reminder to staff.</p> <ul style="list-style-type: none"> • Liaise with parents/guardians about food for the student. • Food banning is not recommended, however, some school communities may choose not to stock peanut and tree nut products (including nut spreads) as one of the school's risk minimisation strategies. • Products labelled 'may contain traces of peanuts/tree nuts' should not be served to the student known to be allergic to peanuts/tree nuts. • Be aware of the potential for cross contamination when storing, preparing, handling or displaying food. • Ensure tables and surfaces are wiped clean regularly.
Yard	<ul style="list-style-type: none"> • The student with anaphylactic responses to insect venom should wear shoes at all times. • Keep outdoor bins covered. • The student should keep open drinks (e.g. drinks in cans) covered while outdoors. • Staff trained to provide an emergency response to anaphylaxis should be readily available during non class times (e.g. recess and lunch). • The adrenaline autoinjector should be easily accessible from the yard. • It is advised that schools develop a communication strategy for the yard in the event of an anaphylactic emergency. Staff on duty need to be able to communicate that there is an anaphylactic emergency without leaving the child experiencing thereaction unattended.
On-site events (e.g.sporting events, in school activities, class parties	<ul style="list-style-type: none"> • For special occasions, class teachers should consult parents/guardians in advance to either develop an alternative food menu or request the parents/guardians to send a meal for the student. • Parents/guardians of other students should be informed in advance about foods that may cause allergic reactions in students at risk of anaphylaxis as well as being informed of the school's allergen minimisation strategies • Party balloons should not be used if a student is allergic to latex. • Latex swimming caps should not be used by a student who is allergic to latex. • Staff must know where the adrenaline autoinjector is located and how to access it if required. • Staff should avoid using food in activities or games, including rewards. • For sporting events, it may be appropriate to take the student's adrenaline autoinjector to the oval. If the weather is warm, the autoinjector should be stored in an esky to protect it from the heat.

Off-site school settings – field trips, excursions	<ul style="list-style-type: none"> • The student’s adrenaline autoinjector, ASCIA Action Plan and means of contacting emergency assistance must be taken on all field trips/excursions. • One or more staff members who have been trained in the recognition of anaphylaxis and the administration of the adrenaline autoinjector should accompany the student on field trips or excursions. All staff present during the field trip or excursion need to be aware if there is a student at risk of anaphylaxis. • Staff should develop an emergency procedure that sets out clear roles and responsibilities in the event of an anaphylactic reaction. • The school should consult parents/guardians in advance to discuss issues that may arise, to develop an alternative food menu or request the parent/guardian to send a meal (if required). • Parents/guardians may wish to accompany their child on field trips and/or excursions. This should be discussed with parents/guardians as another strategy for supporting the student. • Consider the potential exposure to allergens when consuming food on buses.
Off-site school settings – camps and remote settings	<ul style="list-style-type: none"> • When planning school camps, a risk management plan for the student at risk of anaphylaxis should be developed in consultation with parents/guardians and camp managers. • Campsites/accommodation providers and airlines should be advised in advance of any student with food allergies. • Staff should liaise with parents/guardians to develop alternative menus or allow students to bring their own meals. • Camp providers should avoid stocking peanut or tree nut products, including nut spreads. Products that ‘may contain’ traces of peanuts/tree nuts may be served, but not to the student who is known to be allergic to peanuts/tree nuts. • Use of other substances containing allergens (e.g. soaps, lotions or sunscreens containing nut oils) should be avoided. • The student’s adrenaline autoinjector and ASCIA Action Plan and a mobile phone must be taken on camp. • A team of staff who have been trained in the recognition of anaphylaxis and the administration of the adrenaline autoinjector should accompany the student on camp. However, all staff present need to be aware if there is a student at risk of anaphylaxis. • Staff should develop an emergency procedure that sets out clear roles and responsibilities in the event of an anaphylactic reaction. • Be aware of what local emergency services are in the area and how to access them. Liaise with them before the camp. • The adrenaline autoinjector should remain close to the student at risk of anaphylaxis and staff must be aware of its location at all times. It may be carried in the school first aid kit, although schools can consider allowing students, particularly adolescents, to carry it on their person. Remember, staff still have a duty of care towards the student even if they carry their own adrenaline autoinjector. • The student with allergies to insect venoms should always wear closed shoes when outdoors.

	<ul style="list-style-type: none"> • Cooking and art and craft games should not involve the use of known allergens. • Consider the potential exposure to allergens when consuming food on buses/airlines and in cabins.
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Adapted from the Department of Education and Early Childhood Development, Victoria, *Anaphylaxis Guidelines: A resource for managing severe allergies in Victorian government schools (2006)* and *Sample Anaphylaxis Management Policy (2008)*.

Appendix 1: Sample Individual Anaphylaxis Health Care Plan

STUDENT DETAILS – To be completed by parent/guardian			
School:	Year: Form:	INSERT PHOTO HERE	
Student's Name:	Date of Birth:		
Address:	Male <input type="checkbox"/> Female <input type="checkbox"/>		
PARENT/GUARDIAN CONTACT DETAILS			
Teacher:			
1. Name:	MEDICAL DETAILS		
Address:	Doctor 1:		
Relationship to Student:	Doctor 2:		
Telephone: (W) (H) (M)	Medical Centre:		Telephone:
2. Name:	Hospital:		
Address:	Permission is given to seek medical attention for my child as required from the above medical centre. YES <input type="checkbox"/> NO <input type="checkbox"/>		
Relationship to Student:	Do you have ambulance cover? YES <input type="checkbox"/> NO <input type="checkbox"/> If there is a medical emergency parents/guardians are expected to cover the cost of an ambulance.		
Telephone: (W) (H) (M)	Child has a medical bracelet/pendant. YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, please provide details.		
SECTION A: CHILD HEALTH CARE PLANNING – To be completed by parent/guardian			
Please list specific allergens and most recent reactions in the table below:			
MY CHILD IS ALLERGIC TO:	Please indicate which allergen(s) your child is allergic to.	Where applicable, please indicate your child's most recent reaction to the allergen (e.g. anaphylaxis, hay fever, hives, eczema).	
Peanuts			
Tree nuts			
Cow's milk			
Eggs			
Soy products			
Wheat			
Shellfish			
Fish			
Sesame			
Insect Stings or Bites (please specify if known)			
Medication (please specify medication(s) if known)			
Other/Unknown (please specify food(s) if known)			

Name:	School:	DOB:	
SECTION B: DAILY MANAGEMENT – To be completed in consultation with parent/guardian			
List strategies that would minimise the risk of exposure to known allergens.			
SECTION C: STAFF TRAINING – To be completed by Principal			
Is specific training for staff required? YES <input type="checkbox"/> NO <input type="checkbox"/> Date attended:			
Type of training:			
Name of person(s) trained:			
SECTION D: EMERGENCY RESPONSE – As per the child's ASCIA Action Plan attached (this must be completed by the child's medical practitioner)			
SECTION E: MEDICATION – To be completed by parent/guardian			
	INSTRUCTIONS		
	Medication 1	Medication 2	Medication 3
Name of medication			
Expiry date			
Dose/frequency – may be as per the pharmacist's label			
Duration (Dates)	From: to:	From: to:	From: to:
Route of administration (please tick appropriate box)	<input type="checkbox"/> BY SELF <input type="checkbox"/> REQUIRES ASSISTANCE	<input type="checkbox"/> BY SELF <input type="checkbox"/> REQUIRES ASSISTANCE	<input type="checkbox"/> BY SELF <input type="checkbox"/> REQUIRES ASSISTANCE
Storage instructions (please tick appropriate box)	<input type="checkbox"/> stored at school <input type="checkbox"/> kept and managed by self <input type="checkbox"/> refrigerate <input type="checkbox"/> keep out of heat and sunlight <input type="checkbox"/> other	<input type="checkbox"/> stored at school <input type="checkbox"/> kept and managed by self <input type="checkbox"/> refrigerate <input type="checkbox"/> keep out of heat and sunlight <input type="checkbox"/> other	<input type="checkbox"/> stored at school <input type="checkbox"/> kept and managed by self <input type="checkbox"/> refrigerate <input type="checkbox"/> keep out of heat and sunlight <input type="checkbox"/> other
SECTION F: AGREEMENT BETWEEN THE SCHOOL PRINCIPAL AND PARENT/GUARDIAN – To be completed by Principal and Parent/Guardian			
This agreement authorises the school staff to follow the advice of the child's parent/guardian and medical practitioner as set out in child's Individual Anaphylaxis Health Care Plan and the child's ASCIA Action Plan. It is valid for one year or until I advise the school of a change in my child's health care requirements.			
Principal: Date:		Parent/Guardian: Date:	
Annual review date:			
A copy of the child's ASCIA Action Plan completed by the child's medical practitioner must be attached to this document.			

Adapted from the Department of Education and Training Western Australia, Form 4 – Severe Allergy/Anaphylaxis Management & Emergency Response Plan (2005).

Appendix 2:

ASCIA Action Plans

The Australasian Society of Clinical Immunology and Allergy (ASCIA) has developed four Action Plans.

ASCIA Action Plan for Allergic Reactions

This Action Plan is green and is provided to children (or adults) with known mild to moderate allergies (including insect allergy), who are not thought to be at risk of anaphylaxis and therefore have not been prescribed an adrenaline autoinjector.

ASCIA Action Plan for Anaphylaxis

This Action Plan is red (pictured) and is provided to children (or adults) at risk of anaphylaxis to all allergens except insect venoms. These children (or adults) have been prescribed an adrenaline autoinjector.

ASCIA Action Plan for Anaphylaxis (Insect Allergy)

This Action Plan is yellow and is provided to children (or adults) at risk of anaphylaxis to insect venoms. It highlights danger signs for insect venom anaphylaxis – watch for abdominal pain and/or vomiting.

It also includes the advice — If sting can be seen, flick it out immediately, but do not remove ticks.

ASCIA General Action Plan for Anaphylaxis

This Action Plan is orange and is a general Action Plan for Anaphylaxis. A copy should be stored with the adrenaline autoinjector for general use. It can also be used as a poster.

Action Plans for EpiPen® and Anapen®

Instructions on how to give an adrenaline autoinjector are shown on the ASCIA Action Plans for Anaphylaxis. As there are two adrenaline autoinjector devices in Australia, there are two versions of each Action Plan.

The Action Plans shown are the:

- ASCIA Action Plan for Anaphylaxis for EpiPen®; and
- ASCIA Action Plan for Anaphylaxis for Anapen®.

For more information about the ASCIA Action Plans, please refer to the ASCIA Action Plan Information Sheet or visit the ASCIA website www.allergy.org.au

Appendix 3: **Anaphylaxis Management Checklist for Schools**

- ☒ Actively seek information to identify a student with severe life threatening allergies at enrolment.
- ☒ If a student has been diagnosed as being at risk of anaphylaxis, meet with the parents/guardians to complete an Individual Anaphylaxis Health Care Plan.
- ☒ Parents/guardians are to provide copies of the student's ASCIA Action Plan completed by their medical practitioner with an up to date photo.
- ☒ Display the student's ASCIA Action Plan in appropriate staff areas around the school (e.g. staff room).
- ☒ Parents/guardians are to provide the student's adrenaline autoinjector and other medication (e.g. asthma reliever medication) within expiry date.
- ☒ Adrenaline autoinjectors are stored in an unlocked location, easily accessible to staff, but not accessible to students. It is stored with the student's ASCIA Action Plan and away from direct sources of heat and sunlight.
- ☒ Establish a process for checking the adrenaline autoinjector to make sure it has not expired and has no discolouration or sediment.
- ☒ Establish processes for checking the adrenaline autoinjector and ensuring ASCIA Action Plans are taken whenever the student participates in off-site activities (e.g. camps, excursions, sports days).
- ☒ Develop a school-based anaphylaxis management policy and implement strategies to minimise exposure to known allergens.
- ☒ Arrange staff training which should include the recognition of allergic reactions, emergency treatment, practice with adrenaline autoinjector trainer devices and risk minimisation strategies.
- ☒ Hand out anaphylaxis fact sheets to staff to raise awareness about anaphylaxis.
- ☒ Mail/distribute letters to parents/guardians in the school community and include information snippets in newsletters to raise awareness about anaphylaxis and the school's policies/guidelines.
- ☒ Regularly review (e.g. at the beginning of each term) anaphylaxis management strategies and practise scenarios for responding to an anaphylaxis emergency.
- ☒ Review the student's Individual Anaphylaxis Health Care Plan annually, if the student's situation changes or after an anaphylactic incident.

Adapted from the Department of Education and Early Childhood Development, Victoria, *Anaphylaxis Guidelines: A resource for managing severe allergies in Victorian government schools* (2006).