

Anaphylaxis and Allergy Policy

VISION STATEMENT

GERALDTON GRAMMAR SCHOOL WILL PROVIDE OUTSTANDING EDUCATION AND A STRONG SENSE OF COMMUNITY, CULTIVATING PEOPLE OF INTEGRITY, INDEPENDENCE OF MIND AND A LOVE OF LEARNING.

Introduction	This statement outlines the Geraldton Grammar School policy on Anaphylactic Care for Students
Scope and application	Policy applies to all employees of Geraldton Grammar School.
Related legislation and guidelines	No legislation but all AISWA guidelines are used as a format for this policy.
Related Policies	First Aid, First Aid – health management plans, Student Safety, Duty of Care, Administering Medication Policy
Evaluation	Annual

Date	Action (issue, reissue, amendment, replacement of pages, etc)	Initials
15/2/15	Adopted	AFY
25/03/16	Reviewed and updated	AFY
18/03/17	Revised – amended	AFY
10/02/18	Revised - amended	AFY
30/05/19	Revised – combined Anaphylaxis and Allergy to one policy	NFTDLE

ANAPHYLAXIS CARE FOR STUDENTS

INTRODUCTION:

“Anaphylaxis is a severe allergic reaction and potentially life threatening. It should always be treated as a medical emergency, requiring immediate treatment. Most cases of anaphylaxis occur after a person with a severe allergy is exposed to the allergen they are allergic to (usually a food, insect or medication).” *Australian Society of Clinical Immunology And Allergy*

An allergy is when the immune system reacts to allergens in the environment which are usually harmless. Once an allergy has developed, exposure to the particular allergen can result in symptoms that vary from mild to life threatening (known as anaphylaxis)

Anaphylaxis is a severe, rapidly progressive allergic reaction that may affect breathing or blood pressure and is potentially life threatening and as such must be regarded as a medical emergency and treated appropriately.

It is essential that the school identifies any student with an anaphylactic reaction and has a health care procedure in place to deal with an emergency.

SCHOOL'S RESPONSIBILITY:

Listed below are practices the school follows to fulfil its responsibility to students with known anaphylactic reactions:

- Request medical information from parents/carers on all new students in the school to ensure the school is aware of all students with severe allergies.
- Through the school newsletter, encourage parents/guardians to notify the School of any changes to their child's medical information.
- Update medical information on the School's database.
- Make staff aware of students with a Medical Alert through the Heads of Learning Areas.
- Create a “Students With A Medical Alert” folder, which has a photograph of each student and place it in offices and staffrooms around the campus, classrooms (where appropriate), the Library and the Canteen.
- Upload a copy of the “Students With A Medical Alert” folder on to SEQTA (Primary School, Secondary School, Whole School).
- Maintain Student Action Plans in Administration.
- Ensure Early Learning staff are trained in the mandated Anaphylaxis and Asthma qualifications.
- Educate staff in the administration of medication and how to provide assistance to a student in an emergency situation and ensure that a staff member who has undergone education is present at all school activities, including school sport's days, excursions and camps.
- Ensure spare adrenaline auto injectors (epipen) are available in an unlocked drawer at reception in Administration and the primary school.
- The location of spare epipens is reviewed and staff are informed at the start of each school year. The use by dates are checked annually and replaced as necessary.

- Teachers of primary students will carry an adrenaline auto injector (epipen) while on duty. Secondary students should have their adrenaline auto injector (epipen) with them at all times.
- Minimise the risk of exposure and triggers.
- Communicate with the school community regarding particular allergies eg nuts – “Allergies and School” pamphlet.
- Ensure Food Technology or activities involving food have an awareness of individual students allergies.
- Inform a parent if the adrenaline auto injector (epipen) was used.
- Record on SEQTA if the student’s adrenaline auto injector (epipen) was used.

A *First Aid treatment For Anaphylaxis* guide sheet is included in the “Students With A Medical Alert” folder.

Important Note: *Although confidentiality is vital, it is equally important that all teachers are aware of those students in their care who have severe allergies. Teachers need to have easy access to relevant medical records if a student requires emergency care.*

NUT PRODUCTS:

The school will not knowingly permit the presence of any product known to contain nuts of any form in the ingredients to be used on school camps, in the school canteen, Food Technology class or in school prepared meals.

That is, all foods that have nut or nut extract included in the ingredients or suspected of having nuts material in the ingredients may not be processed in those areas or provided for consumption anywhere in the school.

All families are asked to take particular care that should they include nut based products in their students’ lunches or food supplies they should remind those students of the need to carefully wash their hands when they have finished eating.

This exclusion of nut based product does not extend to products such as packet biscuits that warn that the product may have come into contact with nut based products during manufacture.

Staff are reminded of the necessity to wash their hands after coming into contact with nut based food.

It is acknowledged that the school cannot completely ban such products from the school environment, but parents are asked for their support and vigilance.

PARENT’S RESPONSIBILITY:

- Parents are responsible for advising the school of the student’s anaphylactic condition and for working with the School to ensure the school meets the student’s health care needs.
- School *Education Act 1999* requires that the parent or person responsible for the student provide information to the School for ‘the long-term and day to day care, welfare and development of the child’.

- At the beginning of each school year, parents/guardians are requested to review, update and sign their “Family Details” and provide the school with an update of their child’s Emergency Action Plan from his/her doctor. This action plan will be stored on SEQTA and made available to all staff.
- Parents should ensure their child has an adequate supply of appropriate medication and that the medication is current and correctly labelled.

STUDENT RECORDS:

- For best practice management of anaphylaxis at school all students with a severe allergy should have a standard record completed by their parent/guardian, in addition to a written Emergency Action Plan developed by the student’s doctor.
 - A list of known or suspected triggers for anaphylaxis should be recorded.
 - Name, address and telephone number of an emergency contact, other than the parent/guardian, and the student’s doctor.
 - Any time an adrenaline auto injector (epipen) is used it must be recorded on SEQTA.

SPORTS DAYS, EXCURSIONS AND CAMPS:

Outdoor activities, including sports days and excursions provide a potential risk for students with an anaphylactic reaction.

- Ensure at least one staff member has current first aid training and is capable of managing an anaphylactic reaction is present.
- If a student has symptoms, follow the instructions on the Action Plan or first aid treatment sheet.
- Notify parents/guardians that it is their responsibility to ensure that their child has adequate supply of appropriate medication.
- Carry a spare adrenaline auto injector (epipen) and a copy of the Anaphylaxis First Aid Treatment in the school’s First Aid Kit/Emergency Kit.

In addition, for every school camp:

- Ensure medical records are up to date (parents are asked to provide an update before camp).
- Provide catering staff with a record of those students who are known to have food allergies.

STAFF EDUCATION:

An Anaphylactic education session is conducted for all staff every three years, or sooner if required. Staff can also complete the online course.

During this session essential management topics will be covered including: recognition of allergic reactions / symptoms, triggers, giving an adrenaline auto injector (epipen) and practice application with a training device, risk minimisation, how to assess a reaction and importantly, how to handle an emergency.

Where to go for further information:

Department of Health Western Australia Anaphylaxis Management Guidelines for Schools

www.health.wa.gov.au/anaphylaxis/school

Australian Society of Clinical Immunology and Allergy

www.allergy.org.au

Allergy & Anaphylaxis Australia

www.allergy.org.au

Acknowledgement:

AIHWAs Policies and Procedures Guidelines for Schools