

# Anaphylaxis Management Policy

## **Aim:**

- To ensure best practice emergency treatment and life support for students with severe allergies.
- To provide resources and regular training to assist in the management of incidents.
- To identify and encourage preventative measures that minimise the risk of exposure to potential allergens.
- To educate staff and the school community about their roles and responsibilities in working with the anaphylaxis guidelines.

## **Definition:**

**“Anaphylaxis is a severe and sudden allergic reaction“**

### **Watch for:**

- **Difficult / noisy breathing**
- **Swelling of tongue**
- **Swelling / tightness in throat**
- **Difficulty talking / hoarse voice**
- **Wheeze or persistent cough**
- **Collapse**

### **A Moderate Allergic Reaction:**

- Swelling of lips, face, eyes
- Hives or welts
- Abdominal pain and vomiting

## **Guidelines:**

- Staff will be provided with training on anaphylaxis management.
- Parents of students with severe allergies will create an individualised action plan with the School Director in consultation with their medical practitioner to ensure that management is of the highest standard possible. This will include strategies for minimising contact with allergens.

- A risk assessment and management plan will then be prepared by the School Director and communicated to all staff.
- All anaphylaxis management plans will reside at the First Aid station in a clear visually accessible place.
- Anaphylaxis action plans will accompany the mobile First Aid kit.
- A supply of back up EpiPens with instructions for use will be kept in all First Aid Kits.
- Instructions for EpiPen use will be visually displayed at the First Aid Station.
- EpiPens are the responsibility of the School Director or registered teachers on excursions and camps.
- For first time sudden reactions of undiagnosed students or staff, the procedure is to seek advice from the ambulance service regarding the necessary treatment.
- The School Director will be responsible for guiding all staff and CRT staff regarding the emergency response to anaphylactic reaction and the implementing of individual plans.

### **Incident Management:**

When a school community member with anaphylaxis syndrome presents the key symptoms:

- Obtain and administer the EpiPen.
- Contact ambulance then parents.
- Relocate other students.
- Stay with student until ambulance arrives.
- Record time of EpiPen administration.
- Keep students in recovery position with legs raised.  
**(Do not allow student to sit up)**
- In case of incorrectly administered pen re-administer with back up.

### **Policy Implementation:**

- The School Director will ensure that current action plans and EpiPen instructions are displayed at the First Aid Station.
- The anaphylaxis alert will be referenced in the class role to ensure clear communication to all teachers.
- The School Director will ensure that all staff has current training in Anaphylaxis management and periodic familiarisation for EpiPen use.
- The School Director will maintain school community awareness of anaphylaxis management.

**Supporting Documents:**

- Pro-forma Action Plan for Anaphylaxis
- Anaphylaxis Support for Schools:  
<http://www.sofweb.vic.ed.au/wellbeing/support/anaphyl.htm>