



Anaphylaxis Policy

Prepared by: Executive Staff

Date prepared: January 2014

Revised: August 2017

Review by: Executive Staff

Date for review: December 2018

Status: Active

Rationale

A policy to administer emergency treatment and encourage preventative measures to minimize emergencies is vital for a safe and healthy environment for both staff and students. Irfan College promotes first aid training and anaphylaxis training to ensure staff members are well informed in what action to take in case of emergency and to minimize harmful outcomes.

Aim

The aim of the anaphylaxis policy is to administer emergency treatment or life support for all students with severe allergies. Furthermore it is to provide resources and training for staff to assist in the management of these students and in case of emergency. This policy encourages preventative measures to minimize the risk of exposure to allergens and to minimize the severity of emergency cases by staff responding in the responsible and correct manner. Furthermore Irfan College hopes to educate staff about their roles and responsibilities as stated in the Department of Education anaphylaxis guidelines. (November 2006). An accredited Anaphylaxis Awareness Training by the Asthma Foundation will be an ongoing training.

Guidelines for Implementation

Any student with Anaphylaxis must bring an action plan from the treating doctor or they will not be permitted on school grounds.

Staff must follow the school action plan if a student with known anaphylaxis complains of/ or presents:

- Difficulty breathing/ noisy breathing
- Swelling of tongue
- Swelling/ Tightness in throat
- Difficulty talking and/or a hoarse voice
- Wheezing or persistent cough
- Collapse or loss of consciousness
- Pale and floppy (for young children or lower primary)

In a mild to moderate case the staff member should:

- **Stay with the person** and call for assistance.
- Check for danger and remove the student from any allergen or allergen away from the student
- Contact the School Nurse in First Aid Room if accessible remove the allergen away from the student
- Locate the student's EpiPen Kit from the General Office
- The student may have other prescribed medication for mild to moderate reactions. The student should have this medication as quickly as possible.

- Sit the student down and reassure that parent/guardian will be contacted
- Continue to monitor for signs of anaphylaxis or the reaction becoming more severe
- Contact the student's parents/guardians and inform them of what has happened
- Follow basic First Aid training and monitor the student's airway, breathing and consciousness level
- Keep talking to the person and address any First Aid needs, e.g. if the student is complaining that they are cold- use blanket or jacket to keep them warm

In a severe case, with a student with a known anaphylaxis condition the action taken should be:

Follow the person's Anaphylaxis Action Plan

- Contact the School Nurse in First Aid Room /General Office.
- Locate the student's EpiPen in the General office and administer in accordance with the person's Anaphylaxis Action Plan
- Call an Ambulance (000)
- Administer the EpiPen and note the time you gave the EpiPen
- Contact the student's parents/guardians and inform them of what has happened
- Follow basic First Aid principles until the ambulance arrives. The student may become unconscious; so try to place patient on stable side position with head slightly tilted back to ensuring airway is clear.

IF IN DOUBT use the EpiPen and call an ambulance

The staff member should obtain and then administer the EpiPen which is situated in the General Office. They must send a student immediately to the office to inform them of the situation. The office will then contact the Ambulance, school nurse and parents. The staff member must relocate the other students to another classroom as quickly as possible. The staff member must stay with the student until the ambulance arrives and record time of administration. They staff member must stay calm and ensure that the patient as well as the other students also understand to stay calm.

The teacher/ staff should keep the student in the stable side position with their head tilted slightly back to ensure the airway is clear and ensure that the student does not sit up. In the case of the EpiPen not being administered correctly, call for a back up generic EpiPen. The school nurse will have the current action plan displayed in the sick bay at all times. The classroom teachers must ensure that they specialist teachers are aware of the students' condition and have access to the EpiPen prior to each lesson.

Staff members taking these students on excursion or camp are responsible for carrying an EpiPen kit with them at all times. All staff members on excursions or camp must be aware of the student's condition and follow the action plan during an emergency. In the cases where food is offered/shared at

school (e.g. Multicultural day) teachers should scan food if a child is present in the class that has an allergy to ensure allergy causing products are not present.

Staff will be offered training on anaphylaxis management with a small cost, every few years. Irfan College aims to train the majority of the staff on anaphylaxis management. It is the responsibility of the parents to ensure the school and the teacher is aware of the child's medical condition. In the case of a first time reaction of an undiagnosed student, staff is requested where possible to seek advice from the ambulance service, regarding treatment of the student. The school will not implement a nut ban but will encourage parents via the school newsletter not to send nuts or products to school.