Policy No 72  

ANAPHYLAXIS MANAGEMENT

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Date approved by School Council:  10th May 2010

PURPOSE:
To support students with severe life-threatening allergies.
To ensure staff members are aware of correct management of anaphylaxis incidences.

GUIDELINES:

- An anaphylaxis action plan has been established and is followed in the event of an incident.
- Parents of students with life-threatening allergies are required to provide the school with an anaphylaxis action plan and EpiPen to use in the event of an allergic reaction. The plan must be in place as soon as practicable after the student enrols and where possible before the student’s first day at school. The action plan must be renewed annually and the EpiPen replaced when out of date. The EpiPens are to be kept in individually marked, insulated bags hanging on hooks behind the entrance door to the main school office. Two spare EpiPens bags are also kept in the office with the other bags. In the student bags are their anaphylaxis action plans and ambulance alert cards.
- Coloured anaphylaxis action plans for each student are to be put up in the First Aid Room, Staff Room, Canteen, main school office and the classroom’s of students with anaphylaxis.
- Staff members will be provided with training in the use of an EpiPen and management of an allergic reaction. Briefings on anaphylaxis management for staff are to be conducted at least twice a year in accordance with Section 8(d) of Ministerial Order 90.
- Posters illustrating correct procedures will be displayed in the relevant areas of the school.
- Teachers in charge of excursions will ensure EpiPen bags and a spare bag are taken on excursions for students suffering from anaphylaxis.
- Casual relief teachers are to be informed of the number of students at the school who have anaphylaxis and be briefed on the school’s management plan.

EVALUATION:

* Effective handling of any incidences that occur.
* This policy will be reviewed as part of the school’s review cycle.

Related Policies:
Policy # 13 Student Health, Fist Aid and Medicine
Policy # 63 Student Injuries
CHELSEA HEIGHTS PRIMARY SCHOOL

ANAPHYLAXIS ACTION PLAN

1. EMERGENCY PROCEDURES:

- If there is an emergency situation in a classroom, teachers will ring the office – Extension 201, 206 or 202. Epipens for individual students who are Anaphylactic are kept in the school office. Two spare Epipens are also kept in the office (one for camps/excursions). The Epipens are kept in clearly marked bags – hanging on coloured hooks on wall next to main office entry door. Management plans are also in the Epipen bags.

- If there is an anaphylaxis emergency situation out in the school grounds the teacher on duty will ring the office using their mobile phone/walky talky or send two students to the office with a photo card of the student (in yard duty bag) and also give the name of the student needing treatment. Integration Aides also have photo tags of students with Anaphylaxis.

2. Office staff will take the student’s Epipen and a spare Epipen to the emergency site and also take a mobile telephone.

3. Staff member (trained in use of Epipen) will administer injection to the student needing treatment (using student’s Epipen and following action plan for that particular student.) The spare Epipen cannot be used unless approved by ambulance personnel.

4. A Staff member will ring for an ambulance from the emergency site – detailed instructions for the ambulance call are on a laminated “Ambulance Alert” card in each Epipen bag eg school name, address, nearest crossroad etc. The staff member who has phoned for an ambulance can also answer questions from ambulance staff if required. First aid staff will reassure and monitor student until the ambulance arrives.

5. A Staff member will need to wait at the school entrance to direct ambulance officers to the emergency scene.

6. Another staff member will ring parents/guardians to inform them of the situation.

Updated 30/4/10