



## Anaphylaxis Policy

### **Anaphylaxis Definition:**

Anaphylaxis is the most severe form of allergic reaction that is potentially life-threatening. The most common allergies in school-aged children are peanuts, cow's milk, egg, tree nuts (e.g. cashews and walnuts), wheat, soy, sesame and certain insect bites and stings (particularly bees, wasps, ants and ticks).

The key to prevention of anaphylaxis in school is knowledge of students who have been diagnosed as at risk, awareness of allergies and prevention of exposure to those triggers that cause allergic reactions.

Partnerships between the College and parents/guardians are important in helping students avoid exposure as well as age-appropriate education for students.

Adrenaline given through an adrenaline (epinephrine) autoinjector (such as an EpiPen® or EpiPen® Jr) into the muscle of the outer mid-thigh is the first aid treatment for anaphylaxis. Adrenaline autoinjectors are designed for use by laypeople.

It is important to remember that minimisation strategies to help reduce the risk of anaphylaxis are everyone's responsibility, including the Principal and all College staff, parents/guardians, students and the broader College community.

### **Policy:**

King's College is committed to providing a safe learning environment for all our students and complying with Ministerial Order No. 706: Anaphylaxis Management in Victorian Schools, and the Department of Education and Training's Anaphylaxis Guidelines as amended by the Department from time to time.

The College recognises that while policies and procedures to reduce the risk of an allergic reaction can be developed and maintained, they cannot achieve a completely allergen-free environment.

It is critical that staff can recognise an allergic reaction and a potential anaphylaxis risk and treat it appropriately in an emergency.

It is our policy 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 schooling



- raise awareness of food and insect allergy and the risk of anaphylaxis and the College's anaphylaxis management policy in the College community
- engage with parents/guardians of each student at risk of anaphylaxis when assessing risks and developing risk minimisation strategies for the student
- ensure that staff have knowledge about allergies, can recognise an allergic reaction including anaphylaxis and understand the College's policy and guidelines and emergency procedures in responding to anaphylaxis.

### **Duty of Care:**

The College has a common law duty of care to put in place strategies to manage students at risk of anaphylaxis while they are at the College and engaged in College-related activities.

When a student is diagnosed as being at risk of anaphylaxis, the exercise of the College's duty of care requires the development of an Individual Anaphylaxis Management Plan, which includes an **ASCIA Action Plan for Anaphylaxis** (emergency response plan) and risk minimisation strategies.

Students at risk of allergic reactions, including anaphylaxis, could also be singled out or subjected to bullying behaviour within the wider College community. As part of our **Bullying Prevention and Intervention** policy, the College maintains an atmosphere of respectful relationships and actively develops and implements programs for bullying prevention, provides support for any student who is at risk of being bullied and empowers the whole College community to recognise and respond appropriately to bullying and behave as responsible bystanders.

### **Risk Management:**

The Principal or College Anaphylaxis Supervisor completes an annual **Risk Management Checklist** included in the **Anaphylaxis Guidelines for Victorian Schools**, to monitor our obligations.

We regularly check the Department of Education and Training's **Anaphylaxis Management in Schools** page to ensure the latest version of the **Risk Management Checklist** is used.

This policy follows the authority provided in the Allergy and Anaphylaxis policies/guidelines for each with **Allergy & Anaphylaxis Australia**.

### **Roles and Responsibilities of Parent Guardians:**

The responsibilities of parents/guardians of students at risk of anaphylaxis include:

- informing the College in writing, either at enrolment or diagnosis, of the student's allergies, and whether the student has been prescribed an adrenaline autoinjector or not
- providing the College with an ASCIA Action Plan from the student's medical practitioner that details their condition, any medications to be administered, and any other relevant emergency procedures



- immediately informing College staff in writing of any changes to the student's medical condition and if necessary, providing an updated ASCIA Action Plan
- providing the College with an up to date photo for the student's ASCIA Action Plan when the plan is reviewed
- meeting with and assisting the College to develop the student's Individual Anaphylaxis or Allergic Reactions Management Plan, including risk minimisation strategies
- providing the College with an adrenaline autoinjector and any other medications that are current and not expired
- replacing the student's adrenaline autoinjector and any other medication as needed before their expiry date or when used
- assisting College staff in planning and preparation for the student prior to camps, field trips, incursions, excursions or special events (e.g. class parties, cultural days, fetes or sport days)
- if requested by College staff, assist in identifying and/or providing alternative food options for the student when needed
- informing College staff in writing of any changes to the student's emergency contact details
- participating in reviews of the student's Individual Anaphylaxis or Allergic Reactions Management Plan.

### **Implementation:**

This policy is implemented through a combination of:

- College premises inspections (to identify wasp and bee hives)
- staff training and supervision
- maintenance of student medical records
- effective incident notification procedures
- effective communication with the student at risk and their parent/guardian
- completion of annual risk management checklist
- effective communication procedures with the school community including all students' parents/guardians
- initiation of corrective actions where necessary.