



Individual Anaphylaxis Management Plans

Identification of Learners at Risk

Parents/carers are requested to notify the School of all medical conditions including allergies. Refer to our Medical Records (Student Policy).

Learners who are identified as suffering from severe allergies that may cause anaphylactic shock are considered high risk. For each of these Learners an individual Anaphylaxis Management Plan should be developed and regularly reviewed and updated.

St. Patrick's maintains a complete and up to date list of Learners identifying as having a medical condition that relates to allergy and the potential for anaphylactic reaction. It is the responsibility of the First Aid Officer/ Administration Officer to keep this list up to date. The list is kept in the Office.

Key Definitions

Refer to Anaphylactic Shock Management.

Preparing an Individual Anaphylaxis Management Plan

Where the School has been notified, the Principal will be responsible for developing an Individual Anaphylaxis Management Plan in consultation with the Learner's parents/ carers, for any Learner who has been diagnosed by a medical practitioner as being at risks of anaphylaxis.

The individual Anaphylaxis Management Plan should be in place as soon as practicable after the Learner is enrolled, and where possible before the first day at the school.

Plan Content

Individual Anaphylaxis Management Plans must include the following:

- information on the type of allergy the Learner has, information about the medical condition and the potential for anaphylactic reaction;
- strategies to minimise the risk of exposure to known and notified allergens while the Learner is under the care supervision of the School;
- name of the person responsible for implementing the plan;
- where Learner's medication be stored;
- emergency contact details of the Learner; and
- the ASCIA Action Plan for Anaphylaxis.

As much information as possible should be included. For example, if a Learner is allergic to nuts, the types of nuts must be listed and/or if a Learner is allergic to eggs: raw/ cooked/ the yolk?

Involvement in excursions

Staff member/s are to be nominated as the 'carer' whilst on excursions, ensuring the First aid bag is on their person at all times and the Learner is in their care and visibility.

Review of Plan

The Learner's individual Anaphylaxis Management Plan will be reviewed, in consultation with the Learner's parents/ carers:

- annually, and as applicable;
- if the Learner's condition changes;
- immediately after the Learner has an anaphylactic reaction; and
- when Learner participation in an off-site activity or special event is required.

Responsibilities in Relation to Plan

The Anaphylaxis Supervisor will work with the Principal, parents/ carers and students to develop, implement and review each individual Anaphylaxis Management Plan to:

- ensure that the Learner's emergency contact details are up-to-date;
- ensure that the Learner's ASCIA Action Plan for Anaphylaxis matches the student's supplied Adrenaline Autoinjector;
- regularly check that the Learner's Adrenaline Autoinjector is not out of date, such as the beginning or end of each term, and record this information in the register of adremaline autoinjectors;
- inform parents/ carers in the writing that the Adrenaline Autoinjector needs to be replaced one month prior to the expiry date, and follow up with parents/ carers if autoinjector is not replaced;
- ensure that the Learner's Adrenaline Autoinjector is stored correctly (at room temperature and away from the light) in an unlocked, easily accessible place; and
- ensure that a copy of each Learner's ASCIA Action Plan for Anaphylaxis is stored with that Learner's Adrenaline Autoinjector.

Location of Plan

Individual Anaphylaxis Management Plans are kept at the school office and a copy of the plan back of the staff toilet door.

Copies of Anaphylaxis Management Plans are also kept at the following locations:

- in the school First Aid Kit
- displayed in the staff room

Individual ASCIA Action Plans for Anaphylaxis are kept in First Aid cupboard in individual Learner's First Aid bags; displayed on staff room wall; displayed on staff toilet wall; displayed on kitchen wall.

Copies of the ASCIA Action Plans for Anaphylaxis are also kept at the following locations:

- in the Collaborative classroom (on the back of doors)
- on the staff toilet door
- on the staffroom wall

Examples of ASCIA Action Plans for Anaphylaxis are available from the ASCIA website.

Interactions between the Plan and this Policy

The relationship between the School's Anaphylactic Shock Management Policy (and each Learner's Individual Anaphylaxis Management Plan is represented by the below diagram from the Guidelines (Figure 7.1), including the responsibilities of the Principal and the Learner's family.

