

St Mary MacKillop Primary School

Anaphylaxis Management Communication Plan



The Communication Plan provides information to all St Mary MacKillop Primary School staff, students and parents about anaphylaxis and the school's Anaphylaxis Management Policy.

Raising Staff Awareness

All school staff are briefed twice yearly by the school anaphylaxis supervisor regarding the students with anaphylaxis, recognising the symptoms and staff's role in responding to anaphylactic reactions. All staff will complete ASCIA Anaphylaxis e-training every 2 years and be verified by the school anaphylaxis supervisor.

All Casual Relief teachers and Student Teachers will be informed of students diagnosed with anaphylaxis during staff and volunteer induction.

Raising Student Awareness

Teachers will discuss anaphylaxis with their students with a few key messages, including:

- the seriousness of food allergies
- eating their own lunch and not sharing food
- hand washing
- knowing what students in the class are allergic to
- Not walking around during break time eating food
- seeking immediate help if another student becomes unwell.

Working with Parents

The school will develop an open and cooperative relationship with parents so that they can feel confident that appropriate management strategies are in place.

The school anaphylaxis Supervisor will:

- inform parents/carers in writing one month prior to the expiry of adrenaline auto injector (eg EpiPen/EpiPen Jnr, Anapen) or any other medications required e.g. antihistamines.
- inform parents/carers in writing one month prior to the expiry of ASCIA Action Plan.
- work with parents to develop an Individual Anaphylaxis Management Support Plan to be reviewed yearly or after an anaphylactic reaction.

Parents will:

- inform the school at enrolment or when diagnosed of a student's allergies
- provide an up to date ASCIA Action Plan to the school yearly that is signed and stamped by the student's medical practitioner.
- provide an adrenaline auto injector (eg EpiPen/EpiPen Jnr, Anapen) and any other medications required eg antihistamines and replace by expiry

- work with the anaphylaxis supervisor to develop then sign an Individual Management Plan and review it yearly or after an anaphylactic reaction
- keep the school updated with any changes to the student's allergies.

Raising School Community Awareness

Information will be provided to the school community via school newsletters and through the school's communication portal. Relevant posters raising anaphylaxis awareness and increasing understanding of the condition are displayed around the school.

Responding to an anaphylactic reaction in the school during normal school activities

This includes in the classroom, in the schoolyard and all school buildings:

- Lay the student flat. Do not allow them to stand or walk. If breathing is difficult allow them to sit, or if vomiting place in recovery position
- For an insect allergy, flick out stinger if visible
- Stay with the child and send for immediate assistance using the emergency card system if outside, via phone if inside. Contact Office
- If in the school yard, a staff member will bring the student's emergency pack to you
- Administer adrenaline auto injector (eg EpiPen/EpiPen Jnr, Anapen)
- Call 000 or have another person call for you
- Record time adrenaline auto injector (eg EpiPen/EpiPen Jnr, Anapen) was administered
- Phone parents/ carers or emergency contacts
- If there is no improvement after 5 minutes, administer further dose of school general use adrenaline auto injector (eg EpiPen/EpiPen Jnr, Anapen)
- Commence CPR at any time if person is unresponsive and not breathing normally

Students' emergency packs containing individual adrenaline auto injector (eg EpiPen /EpiPen Jnr, Anapen) are located in the First Aid room pigeon holes in clearly labelled bags along with a copy of their ASCIA Action Plans.

Students' ASCIA Action Plans are also clearly displayed on the wall of the First Aid room and on the wall of the students' classroom.

Emergency school adrenaline auto injector EpiPen/EpiPen Jr are stored in clearly marked "General Use" in the First Aid room.

Responding to an anaphylactic reaction during off-site or out of school activities

This includes on excursions, school camps and at special events conducted, organised or attended by the school:

- Lay the student flat. Do not allow them to stand or walk. If breathing is difficult allow them to sit, or if vomiting place in recovery position
- For an insect allergy, flick out sting if visible
- Call 000 or have another person call for you

- Record time EpiPen was administered
- Phone parents/ carers or emergency contacts
- If there is no improvement after 5 minutes, administer further dose of school general use EpiPen
- Commence CPR at any time if person is unresponsive and not breathing normally

All staff responsible for a group/class/team of students should be aware of any serious medical conditions of students in their groups. The staff in charge of the person at risk of anaphylaxis is responsible for carrying the EpiPen with them at all times and ensuring that in the event of an anaphylactic reaction, the ASCIA Action Plan is followed and the EpiPen is administered promptly.

In the event of an anaphylactic reaction, staff members must follow the ASCIA Action Plan for anaphylaxis.

