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CURIOSITY - INCLUSION - OWNERSHIP - PASSION

## **ANAPHYLAXIS COMMUNICATION PLAN 2020**

### **RAISING STAFF AWARENESS**

#### **Option 1**

**All school staff** - ASCIA Anaphylaxis e-training for Victorian Schools followed by a competency check by the School Anaphylaxis Supervisor. This course is provided by ASCIA, is free for all Victorian schools and valid for 2 years.

\*Please note our last 'Whole Staff' anaphylaxis e-training was: August 2019

\*Please note our last 'Verification Check' was: September 2019

#### **AND**

**2 staff per school or per campus** (School Anaphylaxis Supervisor) - Course in Verifying the Correct Use of Adrenaline Autoinjector Devices 22303VIC. This course is provided by the Asthma Foundation, is free to government schools and is valid for 3 years.

Ben, Robyn and Penni undertook the Anaphylaxis Supervisor's Course in March 2017

Staff briefings will be held at the start of Semester 1 and Semester 2 on:

- School anaphylaxis management policy
- Causes, symptoms and treatment of anaphylaxis
- Identify of students diagnosed at risk of anaphylaxis and where medication is stored
- How to use EpiPen. Staff will need to practice and demonstrate
- The school medical emergency strategy response

School Casual relief teachers will have all information on anaphylaxis, allergies & health issues presented to them. Any questions can be forwarded to school nurse, admin office staff or leadership team or classroom teacher.

### **RAISING STUDENT AWARENESS**

An individual Anaphylaxis Management Plan is created for each student. As part of this plan we identify risk management strategies that are linked to the classroom, yard, camps, excursions and Art. As part of this awareness, Ben communicates with every classroom about the confirmed allergens – therefore alerting students about their role whilst educating them.

Allergy /Anaphylaxis awareness posters will be displayed throughout the school in classrooms of student, in first aid room, staffroom and main office.

## **WORKING WITH PARENTS/ CARERS**

Parents/guardians/carers and school community will be informed of updates on anaphylaxis by our school newsletter and the school website.

Anaphylaxis action plan and EpiPen should be provided to school on the first day of school commencement by parents for newly enrolled student.

Past student should provide their anaphylaxis plan yearly prior to the old plan expiring.

Penni Williams will provide warning to parents when plan is expiring.

Parents need to sign off on the Individual Anaphylaxis Management Plan that gets sent home.

## **WORKING WITH VOLUNTEERS**

All volunteers will be briefed on the school's emergency management plans when working at school. Teachers will be also present when a volunteer is working in the school.

If working with a student who has an ASCIA plan, they will be given an overview of causes and symptoms. If the volunteer notices any irregularities they are to contact the teacher working with them immediately.

## **RESPONDING TO AN ANAPHYLACTIC REACTION IN THE SCHOOL YARD/ CLASSROOM**

The teacher will identify student as anaphylactic and he/she will immediately call the office to obtain the student's EpiPen. Teacher will inform administration staff of location, who the student is and if they are calling ambulance. Teacher will then call ambulance to obtain assistance.

Administration staff or teaching staff will deliver the EpiPens to the student. The adrenaline will be administered according to the identified student's individual action plan, and follow school medical emergency procedure.

All teachers on yard duty are expected to help out if an incident occurs. All teachers are familiar with school medical emergency procedure.

## **RESPONDING TO AN ANAPHYLACTIC REACTION ON EXCURSION**

The teacher in charge of the student(s) medication is responsible for knowing all at risk student(s). Student's EpiPen and generic EpiPen should be collected and noted before leaving the school.

The home group teacher of anaphylaxis students should know the location of the EpiPen(s).

All teachers involved in excursions should be familiar with the external medical emergency procedure.

EpiPen should be administered according to the student's individual action plan. Ambulance should be contact as soon as possible before/after EpiPen is administered. Student's parents should be notified.

## **RESPONDING TO AN ANAPHYLACTIC REACTION ON THE SCHOOL CAMP**

The teacher in charge of student's medication will ensure that student's EpiPen are accessible to the student at all times. Student's EpiPen and generic EpiPen should be collected before leaving school.

The teacher in charge of medication is responsible for ensuring the EpiPen is delivered to the student and administered according the student's individual action plan.

The ambulance should be contact as soon as possible before/after EpiPen have been administered. Student parents should also be notified.

All teachers involved on school camp should be familiar the school external medical procedure.

**RESPONDING TO AN ANAPHYLACTIC REACTION AT SPECIAL EVENTS, ie:  
Sport day**

The teacher in charge of student's medication will collect the student's EpiPens and generic EpiPen from health centre before leaving the school ground.

A First Aid area will be established where the EpiPen will be kept and all students and teachers will be made aware of this location.

The EpiPen will be administered according to the student's individual action plan and following the school external medical emergency procedure.