

Anaphylaxis Management Plan

School:		
Phone:		
Student's name:		
Date of birth:	Year level:	
Severely allergic to:		
Other health conditions:		
Medication at school:		
Parent/carer contact:	Parent/carer information (1)	Parent/carer information (1)
	Name:	Name:
	Relationship:	Relationship:
	Home phone:	Home phone:
	Work phone:	Work phone:
	Mobile:	Mobile:
	Address:	Address:
Other emergency contacts: (if parent/carer not available)		
Medical practitioner contact:		
Emergency care to be provided at school:		
EpiPen storage:		
The following Anaphylaxis Management Plan has been developed with my knowledge and input and will be reviewed on: (insert date of proposed review)		
Signature of parent:		Date:
Signature of principal (or nominee):		Date:

Date of birth:		Year level:
Severe allergies:		
Other known allergies:		
Risk:	Strategy:	Who?
Class/teacher/staff unaware of	Letter to parents at beginning of year, to inform them of the anaphylactic child in that grade and allergens to be aware of.	School nurse/teacher
Student's anaphylaxis and EpiPen whereabouts.		
	Individual Red EpiPen bag on First Aid Room wall, contains EpiPen, antihistamine and Action plan. Well labelled, with photo.	Teacher/school nurse
	Class to discuss anaphylaxis plans, Action Plan in prominent space in classroom.	Teacher/school nurse
	All staff receive bi-yearly briefing on anaphylaxis & 3yr accredited anaphylaxis training	School nurse/qualified staff member
	CRT folders contain ASCIA & anaphylaxis management plans.	Assistant principal
	Yard duty folders have a photo montage of anaphylactic students, individual anaphylactic student emergency cards, and walkie talkies in each of the 3 yard duty bags.	School nurse
	All yard duty staff wear a yellow vest , the central yard duty teacher carries the School Back up EpiPen's with student details attached	teacher
	Second lot of back-up EpiPen's in Wales street building, first lot in Speight hallway.	Teacher/school nurse.

Student's name:		
Date of birth:	Year level:	
Severe allergies:		
Other known allergies:		
Risk:	Strategy:	Who?
Out of school settings exposure	Student brings Epipen bag with them on all excursions, camps, sports events etc.	Teacher/school nurse.
		#parents informed in advance of day trips and camps
	Strong liaison with camp re menu, anaphylactic requirements, and ability to ensure necessary food precautions	
		Teacher/school nurse.
	Extra Epipens brought to camp by student and by school utilizing their own back-up Epipens.	Teacher/school nurse/student
		Teachers/staff to be able to facially recognize all anaphylactic students and have roles delegated for an emergency
	Location of nearest hospital and nearest ambulance bay assessed prior to camp, hospital contacted prior to camp.	Camp co-ordinator/school nurse
	All staff receiving up to date anaphylaxis training.	Teacher/school nurse.
	Strong liaison and reviews with parents, re child's anaphylactic needs.	Teacher/school nurse
	Mobile phone to be taken on all excursions and camps.	teacher
	#monitor food taken on buses	teacher
	Epipen bag should be easily accessible	

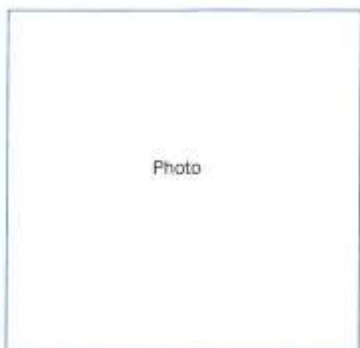
Student's name:		
Date of birth:	Year level:	
Severe allergies:		
Other known allergies:		
Risk:	Strategy:	Who?
Student stung by an insect/bee/wasp	#have lawns mowed regularly.	#yard keeper
Insect/bee/wasp	#keep lids on rubbish bins.	
	Report and have professionally removed any sighting of bee/insect nest/mound.	Teacher/staff
	Encourage child to wear long sleeves and enclosed shoes, applying deterrents as parentally required.	#parent
	#keep water areas to a minimum.	#yard keeper
	#stay away from flowering plants	#student
	Plant plants with low or no attraction to stinging insects.	#yard keeper.
	Students should keep drinks and food covered while outdoors.	student
	Yard duty staff to utilize communication plan-i.e.: walkie talkies for assistance, to call for 000 and EpiPen, to utilize emergency cards for student EpiPen bag retrieval etc.	Yard duty staff
	Yard duty staff to stay with student at all times, student to be lying down and reassured.	Yard duty staff
Student's name:		

Date of birth:		Year level:
Severe allergies:		
Other known allergies:		
Risk:	Strategy:	Who?
Accidental ingestion of an allergen	Re-enforce "no sharing food "policy between students	Class teacher
	During eating times to have a designated area, space or rules clearly set out for student to comfortably eat (age appropri.)	Class teacher
	Parents to supply a special "treat box" for students to use when there are special occasions in the classroom such as parties etc. Box to be clearly labelled and only used by the student	Parent/class teacher
	Encourage parents to avoid the use of allergens in any child's food by giving out a letter from first aid nurse at the year's beginning.	First aid nurse/class teacher
	Classmates to wash hands and mouths after eating any allergen. Tables to be washed after eating.	Class teacher
	#consider non food rewards for any games or achievements	Class teacher
		Class teacher
	Be aware that craft items can place a Risk :milk cartons/peanut jars.	Class teacher/specialist teacher
	`Never give a student food from an outside source.`	Class teacher
	Encourage student to be Independent and refuse allergens, to question foods.	Class teacher/parents

For use with EpiPen® Adrenaline Autoinjectors

Name: _____

Date of birth: _____



Confirmed allergens: _____

Asthma Yes No

Family/emergency contact name(s): _____

Work Ph: _____

Home Ph: _____

Mobile Ph: _____

Plan prepared by: _____

Dr: _____

Signed: _____

Date: _____

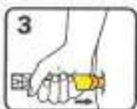
How to give EpiPen®



Form fist around EpiPen® and PULL OFF BLUE SAFETY RELEASE.



PLACE ORANGE END against outer mid-thigh (with or without clothing).



PUSH DOWN HARD until a click is heard or felt and hold in place for 10 seconds.

REMOVE EpiPen®, Massage injection site for 10 seconds.

Instructions are also on the device label and at: www.allergy.org.au/anaphylaxis

MILD TO MODERATE ALLERGIC REACTION

- Swelling of lips, face, eyes
- Hives or welts
- Tingling mouth
- Abdominal pain, vomiting (these are signs of a severe allergic reaction to insects)

ACTION

- **For insect allergy, flick out sting if visible. Do not remove ticks.**
- Stay with person and call for help
- Locate EpiPen® or EpiPen® Jr
- Give other medications (if prescribed)
- Dose:
- Phone family/emergency contact

Mild to moderate allergic reactions may or may not precede anaphylaxis

Watch for any one of the following signs of anaphylaxis

ANAPHYLAXIS (SEVERE ALLERGIC REACTION)

- Difficult/noisy breathing
- Swelling of tongue
- Swelling/tightness in throat
- Difficulty talking and/or hoarse voice
- Wheeze or persistent cough
- Persistent dizziness or collapse
- Pale and floppy (young children)

ACTION

- 1 Lay person flat. Do not allow them to stand or walk. If breathing is difficult allow them to sit.**
- 2 Give EpiPen® or EpiPen® Jr**
- 3 Phone ambulance* 000 (AU), 111 (NZ), 112 (mobile)**
- 4 Phone family/emergency contact**
- 5 Further adrenaline doses may be given if no response after 5 minutes (if another adrenaline autoinjector is available)**

If in doubt, give adrenaline autoinjector

Commence CPR at any time if person is unresponsive and not breathing normally.

If uncertain whether it is asthma or anaphylaxis, give adrenaline autoinjector FIRST, then asthma reliever.

EpiPen® is generally prescribed for adults and children over 5 years.

EpiPen® Jr is generally prescribed for children aged 1-5 years.

*Medical observation in hospital for at least 4 hours is recommended after anaphylaxis.

Additional information _____

Note: This is a medical document that can only be completed and signed by the patient's treating medical doctor and cannot be altered without their permission.

Appendix C



WALES STREET PRIMARY SCHOOL
Wales Street, Thornbury VIC 3071
Ph: 03 9484 3949 Fax: 9480 5930

Anaphylaxis Management Procedure

In the classroom

#Anaphylactic students have their own Epipens in their individual red bum bags in the First Aid Room. This bag is: placed near the door for easy access

- : on a hook for safety
- : Is well labelled
- : contains copy of ASCIA Action Plan
- : contains students labelled Epipen.
- : contains students' antihistamine (for mild reaction only)

In the case of Anaphylactic Reaction:-

In the classroom the staff member dials 101 for Pina at the Office
or 112 for Catherine in First Aid,
103/104 Principals office
to have the Epipen brought from First Aid Room.

The office will then dial an ambulance.

The staff member administers the child's Epipen.

The student is to lay flat with legs raised-if breathing difficulty present then they must sit up but not stand.

The staff member remains with the student at all times.

The office staff alert the school nurse of the situation-if not already aware.

A back up Epipen is available from the Yard duty bag area in Speight building hallway and the Wales street building Photocopy room in the case of Epipen malfunction or extra requirements, and is to be brought to the student by another staff member.

Post Epipen administration:-

Assess student for effectiveness of Epipen-le:- reduction of symptoms.

Note the time the Epipen was given.

Reassure student-ensure their comfort.

Act as calmly as possible.

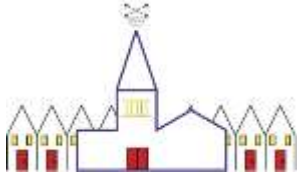
Ensure back-up Epipen is brought to student in case more is required.

Ask other students to leave the room and clear the area.

Nominate a student or staff member to stand outside classroom to give directions for ambulance.

Notify parents of incident.

Consult with school nurse and welfare officer re debriefing for staff and students.



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Anaphylaxis Management Procedure

At sport/music/art-specialty areas.

Epipen's belonging to an anaphylactic student, are located in the First Aid Room in a bright red, well labelled, bum bag near the door.

Two sets of back-up Epipen's owned by the school are stored
- in the yellow yard duty bum bag in the Speight street Hallway and
-in the Junior Prep-Grade 2 Building, located in the photo-copying room.
All sets of pens have Epipen administration instructions with them.

In the case of an Anaphylactic reaction:-

Staff member is alerted to student's anaphylactic episode.

Student is to sit or lay down on the floor.

-Staff then call office (101)

-First Aid Room (112))

-103/104 Principals office

for Epipen. Epipen brought to the scene by office staff or Nurse.

Office staff will call the ambulance and alert school nurse.

Staff member to administer Epipen.

Student to be laid flat with legs elevated-if breathing difficulties present, student may sit up but NOT stand up.

Staff member to remain with student at all times.

Backup Epipen can be retrieved in the case of Epipen malfunction or extra requirements, and is to be brought to the student by another staff member.

If the reaction is mild- the staff member calls the office to have staff retrieve student's antihistamine medication from the staff room. (If Applicable)

Post Epipen Administration

Assess student for effectiveness of Epipen: reduction of symptoms.

Note the time the Epipen was given.

Reassure student – ensure their comfort.

Act as calmly as possible.

Ask other students to leave the room and clear the area.

Nominate a student or staff member to stand outside classroom to give directions for ambulance.

Notify parents of incident.

Consult with school nurse and welfare officer re debriefing for staff and students. `



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Anaphylaxis Management Procedure

At After Care

#Anaphylactic Students are to carry a spare EpiPen in their backpacks (as the main school building is locked afterhours). This bag will be in an accessible safe place during the students stay.

In the event of an Anaphylactic reaction:-

In the aftercare room a staff member is to administer the EpiPen to the student; another staff member can dial for an Ambulance.

The student is to lay flat with legs raised –if breathing difficulty is present then they may sit up but not stand.

The staff member remains with the student at all times.

Two sets of back up EpiPen are available from the Speight building and wales street buildings and the child, s own EpiPen is located in the First Aid room-in case of EpiPen malfunction-staff have keys to main building.

If the reaction is mild –the staff member can have her fellow staff member retrieve student's antihistamine medication from the back room of the First Aid room.

Post EpiPen Administration:-

Assess for effectiveness of administration. (Reduction in symptoms)

Note the time the EpiPen was given.

Reassure student –ensure their comfort.

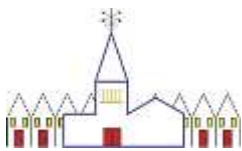
Act as calmly as possible.

Ask other students to leave the room and clear the area.

Nominate a student or staff member to stand outside classroom to give directions for ambulance.

Notify parents of incident.

Consult with school nurse and welfare officer re debriefing for staff and students.



WALES STREET PRIMARY SCHOOL

Anaphylaxis Management Procedure

On Yard duty

3 Staff are on yard duty at all recess times wearing fluorescent vests for easy visibility to children.

They carry with them a yard duty bag that contains-
:-photo montages of all anaphylactic and allergic children
:-emergency cards for all individual anaphylactic children
: A walkie talky
: reporting books/Band-Aids/sickbay cards etc.

The central yard duty person also carries a set of back- up Epipen's, the Epipen' s are labelled with the names of the students who require that strength Epipen in an emergency.

In the event of an anaphylactic reaction:-

The staff member is to reassure the child, establish their identity (via the child themselves, their friends or using the photo montage) and ensure the child is sitting or lying on the ground.

The staff member is to call for assistance on the walkie talkie, asking for Epipen and backups, they also can send another staff member in to the office with an emergency card if another staff member is available.

The original staff member is to stay with the child at all times.

The office staff will send out the relevant Epipen bag and call 000.

On receiving the Epipen it is to be administered immediately by a staff member.

Post administration of Epipen:

Assess for effectiveness of administration. (Reduction in symptoms)

Note the time the Epipen was given.

Reassure student –ensure their comfort.

Act as calmly as possible.

Ask other students to clear the area.

Nominate a staff member to stand outside school to give directions for ambulance.

Notify parents of incident.

Consult with school nurse and welfare officer re debriefing for staff and students.



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Anaphylaxis Management Procedure

On out of school excursions/camps/sports events.

Staff are to sign out individual child's Epipen bags to take on the excursion, this bag is to be on the same bus and brought wherever the child is on the excursion.

If the event is contained in one area then an agreed on position is nominated for Epipen s to be held- staff and students are to be aware of this.

Staff carry their own mobile phones, or in the case of no reception (camps) a whistle to be used in emergencies.

In the event of an anaphylactic reaction:-

Staff member stays with the child, has them lying or sitting.

Staff member calls for Epipen bag utilizing nearby staff or students or the whistle- Epipen bag should be nearby to ensure the ease of this.

Staff member gives Epipen immediately.

Another staff member is to use their mobile to call 000.

Post administration of Epipen:

Assess for effectiveness of administration. (Reduction in symptoms)

Note the time the Epipen was given.

Reassure student –ensure their comfort.

Act as calmly as possible.

Ask other students to clear the area.

Nominate a staff member to stand outside to give directions for ambulance.

Notify parents of incident.

Consult with school nurse and welfare officer re debriefing for staff and students.