



ANAPHYLAXIS COMMUNICATION PLAN

Anaphylaxis is a potentially life threatening, severe allergic reaction and should always be treated as a medical emergency. Anaphylaxis occurs after exposure to an allergen (usually to foods, insects or medicines), to which a person is allergic. Not all people with allergies are at risk of anaphylaxis.

This plan is to be read in conjunction with the Anaphylaxis Management Policy, Student Medical Care Policy, First Aid Policy and First Aid Kit & Auto Injectors.

Symptoms of anaphylaxis are potentially life threatening and include any one of the following:

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

The Principal is responsible for ensuring that an Individual Management Plan is developed for any student diagnosed with a medical condition that relates to allergy and the potential for anaphylactic reaction.

The Principal is nominated as the person responsible for

- Prevention Strategies
- Responding to an Anaphylactic Reaction
- Anaphylaxis Emergency Response
- Communication Plan
- The purchase and maintenance of general use autoinjectors

The Principal is responsible for ensuring that the Head of Campus provides information to all school staff (including casual staff), students and parents/carers about anaphylaxis and the school's management policy.

These strategies include the development and review of an Anaphylaxis Communication Plan annually.



Staff Training

- All staff at FCS are required to undertake the ASCIA e-training for Victorian schools.
- All staff are required to read the Anaphylaxis Guidelines: A resource for managing severe allergies in Victorian schools. A copy of this will be kept at both campuses.
- Two staff members will be the nominated School Anaphylaxis Supervisors, having completed accredited training in Verifying the Correct Use of Adrenaline Auto Injector devices.
- The school Anaphylaxis Supervisors will be responsible for completing the School Anaphylaxis Supervisor Checklist and the Principal will hold the overall responsibility for undertaking the Annual Risk Management Checklist prior to the commencement of each new school year.
- Completion and review dates of staff training will be kept with the school First Aid and CPR training log and the school administrator will send email reminders.
- All staff will be regularly briefed (a minimum of twice a year) regarding the anaphylaxis policy and procedures with any changes in circumstances being communicated to them as soon as possible. Briefings will include:
 - the School's Anaphylaxis Management Policy
 - causes, symptoms and treatment of anaphylaxis
 - the identities of students diagnosed with a medical condition that relates to allergy and the potential for anaphylactic reaction and where their medication is located
 - how to use an Adrenaline Autoinjector, including hands on practise with a trainer Adrenaline Autoinjector
 - the School's general first aid and emergency response procedures
 - the location of, and access to, Adrenaline Autoinjectors that have been provided by Parents or purchased by the School for general use
 - The briefing will be conducted by a member of the School Staff who has current anaphylaxis training.
- Twice a year, at the briefings, all staff will practice using the autoinjectors and undertake drills to test the procedures.
- All casual/relief staff and volunteers will be briefed on their anaphylaxis responsibilities, made aware of students who have Individual Management



Plans, issued with an Action Plan for Anaphylaxis and be told where the adrenaline autoinjectors for personal and general use are kept.

- Public spaces within the school environment will have a poster showing the Action Plan for Anaphylaxis.

Parents/Carers

- All parents/carers will be provided the following:
 - Anaphylaxis Fact Sheet.
 - First Aid for Anaphylaxis Sheet.
 - An Action Plan for Anaphylaxis
 - Information on the ASCIA anaphylaxis e-training for first aid (community) which has been designed to be undertaken by the broader community such as parents, friends, carers. The course is available free of charge at <https://anaphylaxis.ascia.org.au>
 - The Anaphylaxis Policy will be available from the school office and on the school website
- All parents/carers will be will be sent email reminders at the start of every term to
 - ensure that their child's medical details are up to date
 - notify the school of any changes to Individual Management Plan
 - any additional anaphylaxis information that the school has received

Students

Students will be made aware of the Action Plan for Anaphylaxis as these will be displayed around the school and will be provided education relevant to their age group in how to respond in an emergency. All students have been made aware of which students have anaphylaxis or the potential for an allergic reaction and what the causes are e.g. fish

Peer support is an important element of support for students at risk of anaphylaxis. School staff will raise awareness and teachers discuss the topic with students in class, with a few simple key messages such as the following:

- Always take food allergies seriously – severe allergies are no joke.
- Don't share your food with friends who have food allergies.
- Wash your hands after eating.
- Know what your friends are allergic to.
- If a school friend becomes sick, get help immediately even if the friend does not want you to.



- Be respectful of a school friend's adrenaline autoinjector.
- Don't pressure your friends to eat food that they are allergic to.

It is important to be aware that a student at risk of anaphylaxis may not want to be singled out or be seen to be treated differently.

Off-site and out of school activities

The staff member appointed to lead an off-site or out of school activity will be responsible for ensuring that appropriate First Aid measures are taken, with the inclusion of the adrenaline autoinjectors and Emergency Response procedure guide within the First Aid Kit. Parents and students will be notified of the Emergency Response procedures.