



## ALLERGY AND ANAPHYLAXIS POLICY

### PURPOSE

The purpose of this Policy is to provide a safe environment for students with allergies and anaphylaxis as far as reasonably practicable. This Policy is focused on risk minimisation.

### DEFINITIONS

Allergy	An allergy is a general term that describes an abnormal immune response to a usually harmless substance.
Anaphylaxis	Anaphylaxis is a life threatening allergic reaction that affects the respiratory and/or cardiovascular system and other parts of the body such as the skin or gut. It occurs when a susceptible person is exposed to an allergen, such as a food or insect sting or bite. Although death is rare, an anaphylactic reaction always requires an emergency response. Prompt treatment with adrenaline is required to halt progression and can be lifesaving. Common allergens that can trigger anaphylaxis include: foods (e.g. peanuts and tree nuts, shellfish, fish, milk, egg, wheat, sesame, soy), insect stings and bites (e.g. bee, wasp, and jack jumper ants), medications (e.g. antibiotics, aspirin), latex (e.g. rubber gloves, balloons, swimming caps). Anaphylaxis results in potentially life threatening symptoms which include any one of the following: <ul style="list-style-type: none"> <li>• Difficult/noisy breathing;</li> <li>• Swelling of tongue;</li> <li>• Swelling/tightness in throat;</li> <li>• Difficulty talking and/or hoarse voice;</li> <li>• Wheeze or persistent cough;</li> <li>• Persistent dizziness or collapse;</li> <li>• Pale and floppy (in young children).</li> </ul>
Adrenaline auto-injector / EpiPen	Adrenaline auto-injectors are automatic injector devices containing a single dose of adrenaline in a spring-loaded syringe. <p>An <i>EpiPen</i> is a single use automatic injecting device that delivers a measured dose of adrenaline.</p> <ul style="list-style-type: none"> <li>• EpiPen Jnr-for children weighing 10-20 kgs</li> </ul>

	<p>(green).</p> <ul style="list-style-type: none"> <li>• Epipen-for children and adults over 20kgs (yellow).</li> </ul>
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## POLICY FRAMEWORK

Mount Carmel College is very aware of the growing incidence of children with serious allergies to a range of food products, most notably edible nuts (peanuts, hazelnuts, cashews, almonds, and sesame seeds), nut products, eggs, cow's milk, wheat, soybean, fish and shellfish. Other common allergens include some insect stings, particularly bee stings, some medications, latex and anaesthesia.

Mount Carmel College takes its duty of care seriously and aims to take all reasonable steps to minimise the risk of an allergic or anaphylactic reaction occurring within the College. The College is committed to identifying students who are at risk, the education of the College community about this issue and the establishment of reasonable measures to prevent incidents of serious allergic reaction. The College is equally committed to establishing practical and comprehensive response strategies should any incident arise and before an incident arises. Risk reduction strategies proposed in this Policy and its supporting procedure are based on current research and guidelines established by peak bodies such as the *Asthma Foundation of Tasmania* and *Anaphylaxis Procedures for NSW Catholic Schools 2013* (CSOHS Online).

## POLICY CONTENT

The College is committed to ensuring, so far as is reasonably practicable, the health and safety of all workers, students, and other persons who are legally present on College premises. All students, parents, staff, and the College Canteen are required to take reasonable measures to minimise risk with regard to known allergies.

To support this Policy, the College is committed to:

- The ongoing and continual process of ensuring that the College community is educated, informed, and trained in the prevention and management of allergic reactions and anaphylaxis and raising awareness about the College Allergy and Anaphylaxis Policy and Procedure.
- Providing, as far as reasonably practicable, a safe and supportive environment in which students at risk of anaphylaxis can participate equally in all activities.
- Engaging with parents/carers of students at risk of anaphylaxis in assessing risks and developing risk minimisation strategies for their child.

The College is committed to:

- Meeting all legal, regulatory and policy requirements related to health care planning and allergy and anaphylaxis management.
- Actively seeking up-to-date information from parents/carers about allergies, anaphylaxis and other health conditions during the enrolment process and on an ongoing basis.
- Actively seeking from parents/carers a copy of the student's up to date *ASCIA Action Plan for Anaphylaxis* signed by the treating doctor.
- Accessing a copy of the student's individual *Health Care Plan* and/or any other relevant health and learning and support information held by the previous school or preschool in relation to the student's anaphylaxis.

- Actively liaising with parents/carers to develop an individual *Health Care Plan* for each student confirmed by a doctor as being at risk of anaphylaxis, in consultation with relevant staff and reviewing the Plan annually.
- Maintaining a central record of students' health care needs, including allergies and anaphylaxis, and reviewing the records regularly.
- Keeping student Epipens in the College office and ensuring that the teacher in charge of an excursion takes the students' Epipens on the excursion.
- Ensuring that College Epipens are available and accessible to staff.
- Providing appropriate storage for Epipens.
- Informing staff of all students identified as at risk of anaphylaxis.
- Ensuring that the majority of staff have current training in Anaphylaxis First Aid conducted or approved by the Asthma Foundation of Tasmania or appropriate higher level training.
- Inducting new staff in allergy and anaphylaxis policies and procedures including training and information for all staff.
- Ensuring that Anaphylaxis First Aid posters are on display and information is available for staff and parents.
- Ensuring risk reduction strategies are considered and implemented during offsite activities.
- Making every reasonable attempt to include students with allergies/anaphylaxis in College programs.
- Reducing the risk of allergic/anaphylactic reactions by removing food containing nuts from the Canteen – this does not include food labelled with 'may contain traces of nuts'.
- Reducing the risk of allergic/anaphylactic reactions by directing students and the wider College community that food containing nuts must not be brought onto College premises or to offsite activities– this does not include food labelled with 'may contain traces of nuts'.
- Reducing the risk of allergic/anaphylactic reactions by endeavouring to create and maintain College gardens and lawns that are 'low allergen' and free from wind-pollinated plants.
- Providing post incident support where required.

Staff members are responsible for:

- Familiarising themselves with and following the College's Allergy and Anaphylaxis Policy and Procedure.
- Attending training and refresher seminars in the management of anaphylaxis and anaphylaxis first aid.
- Identifying students with allergies/anaphylaxis in their care and ensuring that risk reduction strategies are implemented (predominantly applies to teaching staff and teacher assistants).
- Taking a spare Epipen/s on all 'Major' excursions, events and camps.

- Ensuring that they, as a staff member, don't bring food containing nuts onto College premises – this does not include food labelled with 'may contain traces of nuts'.
- Removing food identified as containing nuts from students – this does not include food labelled with 'may contain traces of nuts'.
- Advising all external catering staff that they must ensure that no food containing nuts is supplied to the College and/or served or sold to students – this does not include food labelled with 'may contain traces of nuts'.
- Reporting an allergic or anaphylactic response following the College Injury Reporting Procedures and ensuring that parents/carers are informed as a priority.
- Minimising student exposure to known triggers.
- Reviewing documentation regularly to ensure compliance with Policy and Procedure.

Parents/carers are responsible for:

- Informing the College of any known allergies and if their child is at risk of anaphylaxis. This notification should occur either at the time of enrolment, or if the student is already enrolled, as soon after diagnosis as possible.
- Providing a copy of their child's *Action Plan for Anaphylaxis* ('Action Plan') in accordance with ASCIA guidelines and ensuring that the Action Plan is regularly reviewed by a General Practitioner and kept up to date. The Action Plan must be reviewed by a General Practitioner each time a new Epipen is prescribed.
- Informing the College if the health needs of their child change or if there are any changes to their child's Action Plan.
- Assisting the College to develop an individual *Health Care Plan* for their child if at risk of anaphylaxis.
- Providing the College with up-to-date medications, including Epipens, and medical information for managing their child's allergic reactions. All Epipens will be kept in the College Office and will be collected by teachers prior to an excursion and returned to the Office at the conclusion of an excursion.
- Ensuring their child carries their Epipen with them at all times, unless the child is too young to be responsible for carrying their medication appropriately.
- Replacing the Epipens kept in the College Office in a timely manner before they expire or after they have been used. Parents must place the Epipen in the medical kit carried by the student and remove the expired Epipen. Parents must also replace the spare Epipen kept by the College and remove the expired Epipen.
- Excluding allergy or anaphylaxis triggers within their control.
- Ensuring that their child does not bring food containing nuts onto College premises, or to College off-site activities. (This does not include food labelled with 'may contain traces of nuts').
- Informing the College if their child has a severe allergic or anaphylactic reaction outside of school hours, at home or at another location.
- Informing the College of any known learning and support needs, including health care needs, disability or learning or behaviour difficulties which may impact on the management of allergies or

anaphylaxis.

- Educating their child with regard to the management of their allergies and reinforcing relevant aspects of the Action Plan.

## RELATED POLICIES AND PROCEDURES

- Allergy and Anaphylaxis Procedures
- First Aid Policy
- First Aid Procedures
- Asthma Policy
- Asthma Procedures

## POLICY REVIEW

This Policy shall be reviewed every three years, or in the event of any information or incident that demonstrates the need for a review, or any legislative or organisational change that would warrant a review.

POLICY DATES			
<i>Implemented</i>	16 <sup>th</sup> May 2017 Replacing Allergy Awareness Policy	<i>Reviewed</i>	
<i>Next Review Due</i>	16 <sup>TH</sup> MAY 2020		
POLICY AUTHORISATION			
<i>Principal</i>	Susan Ryan	<i>Signature</i>	