



Avila College

ANAPHYLAXIS POLICY

Document Title	Anaphylaxis Policy
Date	2015
Author/s	Health Centre Team Deputy Principal Student Wellbeing
Version Status	WB0315P
Document Location	College Website, SIMON Intranet and Staff Handbook

Rationale

This Policy has been prepared to comply with Ministerial Order No 706 January 2016 Anaphylaxis Management in Victorian Schools. Avila College (the College) recognises that anaphylaxis is potentially life threatening. The College believes that effective management of students at risk of anaphylaxis is a partnership between the College, the staff, the student, the student's parents/carers and the student's medical practitioner. The College is committed to providing a safe and supportive environment for all individuals at risk as far as practicable/practical.

Scope

The College community/staff in partnership with the student, parents/carers and Medical Practitioner has a duty of care to implement appropriate strategies to aid in the risk minimisation and emergency treatment of anaphylaxis where practical.

Principles

The College supports full and active participation in all areas of college life and will undertake to ensure that the individual at risk of anaphylaxis can participate equally in all activities without stigma or discrimination. The College will promote awareness of the College's Anaphylaxis Management Policy and engage with stakeholders regarding ongoing changes and improvements. The College undertakes extensive training of all staff to ensure that each staff member has adequate knowledge about allergies, anaphylaxis and the College's policy and procedures in responding to an anaphylactic reaction.

Definition

Anaphylaxis is a severe, rapidly progressive allergic reaction that is potentially life threatening.

The key to prevention of anaphylaxis in schools is knowledge of those students who have been diagnosed at risk, awareness of triggers (allergens), and prevention of exposure to these triggers.

Common allergens in school aged children may include, but are not limited to:

- peanuts
- eggs
- tree nuts (e.g. cashews, pine, macadamia, walnuts, hazelnuts)
- cow's milk
- fish and shellfish
- wheat

- soy
- sesame
- latex
- insect stings (bees, wasps, jumping jack ants)
- medication

Anaphylaxis must be treated as a medical emergency and always requires an emergency response

Treatment

Adrenaline given through an EpiPen® auto-injector to the muscle of the outer mid-thigh is the most effective first aid treatment for anaphylaxis. No other medication will help Anaphylaxis i.e. Antihistamine will not help Anaphylaxis. For the purpose of the policy Adrenaline Auto-injector will be referred to as an EpiPen®

Documentation

- ASCIA Action Plan for Anaphylaxis - EpiPen® Individual Plan (Appendix 1)
- Anaphylaxis Management Plan Cover Sheet (Appendix 2)
- Strategies to Avoid Allergens (Appendix 3)
- ASCIA Allergic Reactions Action Plan (Appendix 4)
- Map of First Aid Locations (Appendix 5)
- Avila College Permission to Carry an EpiPen® (Appendix 6)

The College will ensure that an individual management plan is developed, in consultation with the student's parents/carers, for any student who has been diagnosed by a medical practitioner as being at risk of anaphylaxis. The individual Anaphylaxis Management Plan will be in place as soon as practicable after the student enrolls, and before their first day of school. Students who do not have a management plan in place and supply the school with an EpiPen® on the first day of attendance may not be allowed to attend classes until the management plan and college EpiPen® are in place. This is at the discretion of the College and Deputy Principal Student Wellbeing.

The individual anaphylaxis management plan will set out the following:

- Information about the diagnosis, including the type of allergy or allergies the student has (based on a diagnosis from a medical practitioner);
- Strategies to minimize the risk of exposure to allergens while the student is under the care or supervision of college staff, for in-school and out of school settings including camps and excursions;
- The name(s) of the person/s responsible for implementing the strategies;
- Information on where the student's medication will be stored (General Office);
- The student's emergency contact details;
- An emergency procedures plan (ASCIA Action Plan), provided by the parents/carers that:
 - sets out the emergency procedures to be taken in the event of an allergic reaction
 - is signed by a medical practitioner who was treating the child
 - includes an up to date colour photograph of the student

The student's individual management plan will be reviewed, in consultation with the student's parents/carers:

- annually, and as applicable;
- if the student's condition changes;
- immediately after a student has an anaphylactic reaction at school;
- when a student is to participate in an off-site activity not covered by their individual Anaphylaxis Management Plan

Responsibilities

It is the responsibility of the parents/carers to:

- Inform the College, either at enrolment or diagnosis, of the student's allergies, and whether the student has been diagnosed as being at risk of anaphylaxis;

- Obtain information from the student's medical practitioner about their condition and any medications to be administered. Inform College staff of all relevant information and concerns relating to the health of the student;
- Meet with the College to develop the student's Anaphylaxis Management Plan;
- Provide an ASCIA Action Plan, or copies of the plan to the College that is signed by the student's medical practitioner and has an up to date colour photograph;
- Provide the EpiPen® and any other medications to the College (as per ASCIA Action Plan);
- Ensure that their child carries an EpiPen® and AMP with them especially while travelling to and from school;
- Replace the EpiPen® before it expires;
- Assist College staff in planning and preparation for the student prior to school camps, field trips, incursions, excursions or special events such as class parties or sport days;
- Supply alternative food options for the student when needed;
- Inform staff of any changes to the student's emergency contact details;
- Participate in reviews of the student's Anaphylaxis Management Plan e.g. when there is a change to the student's condition or at an annual review.

It is the responsibility of the Principal or delegate to:

- Actively seek information to identify students with severe life threatening allergies at enrolment;
- Conduct a risk assessment of the potential for accidental exposure to allergens while the student is in the care of the College;
- Meet, if necessary, with parents/carers to develop an Anaphylaxis Management Plan for the student. This includes documenting practical strategies for in-school and out-of-school settings to minimise the risk of exposure to allergens;
- Request that parents/carers provide an ASCIA (Australasian Society of Clinical Immunology and Allergy) Action Plan for Allergic Reactions (Appendix 4) that has been signed by the student's medical practitioner and has an up to date colour photograph of the student;
- Ensure that parents/carers provide the student's EpiPen® and that it is not out of date;
- Ensure that all College staff obtain accredited Anaphylaxis training (ASCIA Anaphylaxis e-training for Victorian schools) so that they know how to recognise and respond to an anaphylactic reaction, including administering an EpiPen®;
- Ensure two (2) staff members receive additional training to become School Anaphylaxis Supervisors;
- Ensure an accurate record of all anaphylaxis training completed by staff is maintained;
- Develop a communication plan to raise student, staff and parents/carers awareness about severe allergies and the College's policies;
- Provide information to all staff (including specialist staff, new staff, sessional staff, cafe staff and office staff) so that they are aware of students who are at risk of anaphylaxis, the student's allergies, the College's management strategies and first aid procedures. This can include providing copies or displaying the student's ASCIA Action Plan in cafes, classrooms and staff lounge;
- Ensure that there are procedures in place for informing casual relief teachers of students at risk of anaphylaxis and the steps required for prevention and emergency response;
- Allocate twice yearly time during staff meetings, to discuss, practise and review the College's management strategies for students at risk of anaphylaxis. Practice using the trainer EpiPen® regularly;
- Encourage ongoing communication between parents/carers and staff about the current status of the student's allergies, the College's policies and their implementation;
- Review the student's Anaphylaxis Management Plan annually or if the student's circumstances change, in consultation with parents/carers;
- Provide or arrange post-incident support (e.g. counselling) to students and staff, if appropriate;
- Ensure that additional EpiPen® for general use are purchased by the College as a back-up to those supplied by parents/carers taking into consideration:
 - The number of students enrolled at the College who have been diagnosed as being at risk of anaphylaxis
 - The accessibility of an EpiPen® provided by parents/carers of students who have been diagnosed at risk of anaphylaxis

- The availability and sufficient supply of an EpiPen® for general use in specified locations around the College (as per First Aid Locations map Appendix 5)
- The availability and sufficient supply of an EpiPen® for excursions, camps and special events conducted, organised or attended by the College
- Replace at College's expense an expired generic EpiPen®

It is the responsibility of staff to:

- Know the identity of students who are at risk of anaphylaxis;
- Understand the causes, symptoms, and treatment of anaphylaxis;
- Staff members must complete the ASCIA Anaphylaxis e-training for Victorian Schools (every 2 years) and be verified by a School Anaphylaxis Supervisor (School Nurse) within 30 days of completing the ASCIA e-training as being able to use the EpiPen® correctly to complete their certification;
- If Anaphylaxis 22300VIC course has been done by staff member at an external First Aid provider, the staff member has Anaphylaxis accreditation for 3 years from the date done;
- Attend the twice yearly Anaphylaxis College briefings;
- Know the College's first aid emergency procedures and what your role is in relation to responding to an anaphylactic reaction;
- Keep a copy of the student's ASCIA Action Plan (or know where to find one quickly) and follow it in the event of an allergic reaction;
- Know where the student's EpiPen® is kept;
- Know and follow the Strategies to Avoid Allergens guidelines in the student's Anaphylaxis Management Plan;
- Plan ahead for special class activities or special occasions such as excursions, incursions, sport days, camps and parties. Work with parents/carers to provide appropriate food for the student;
- Health Centre Team to provide EpiPen® cover letter on College letterhead to College staff carrying an EpiPen® (Appendix 6);
- Avoid the use of food treats in class or as rewards, as these may contain hidden allergens and to consider the alternative strategies;
- Be aware of the possibility of hidden allergens in foods and of traces of allergens when using items such as egg or milk cartons in art or cooking classes;
- Be careful of the risk of cross-contamination when preparing, handling and displaying food;
- Raise student awareness about severe allergies and the importance of their role in fostering a school environment that is safe and supportive for their peers.

It is the responsibility of the College Health Centre Team to:

- Keep an up to date register of students at risk of Anaphylaxis;
- Ensure that students' emergency contact details are up to date with the support of the General Office staff;
- Obtain training on how to recognise and respond to an anaphylactic reaction, including administering an EpiPen®;
- Check that the EpiPen® is not cloudy or out of date regularly;
- Inform parents/carers if the EpiPen® needs to be replaced;
- Ensure that the EpiPen® is stored correctly (at room temperature and away from light) in an unlocked, easily accessible place, and that it is appropriately labelled;
- Work with staff to conduct regular reviews of prevention and management strategies;
- Work with staff to develop strategies to raise College staff, student and community awareness about severe allergies;
- Perform the role of School Anaphylaxis Supervisor at school. Must complete and remain current in 22303VIC Course in Verifying the Correct Use of EpiPen® devices (every 3 years) and the ASCIA Anaphylaxis e-training for Victorian Schools (every 2 years);

Training

All teachers and other College staff who conduct classes, which students at risk of anaphylaxis attend, or give instruction to students at risk of anaphylaxis, must have up to date training in an anaphylaxis management training course. In practice, all teaching staff will have up to date anaphylaxis management training regardless of whether they teach a student at risk of anaphylaxis. Training will

be provided to these staff.

At other times, while the student is under the care or supervision of the College, including music lessons and sport training, the College must ensure that there is a sufficient number of staff present who have up to date training in an anaphylaxis management training course.

Communication Plan

The policy will be included in the staff handbook and an electronic copy can be located on the College website and SIMON (intranet).

The College will be responsible for ensuring that appropriate information is provided to all staff, students and parents/carers about anaphylaxis and the College's anaphylaxis management policy as part of a communication plan. Staff will receive information through staff meetings, highlighted on SIMON class roles, and on the Wellbeing Team Noticeboard in the staff lounge.

Staff are made aware through a short presentation at the beginning of the year and the second semester, while parents/carers will have access to information about anaphylaxis at least once a year via the College's newsletter. Parents/carers will be able to access the policy via the Parent Access Module (PAM) from the College website.

The communication plan will include information about what steps will be taken to respond to an anaphylactic reaction by a student in a classroom, in the school yard, on school excursions, on school camps and special event days. This information is currently contained in the High Risk Medical Student presentation that is presented to staff, highlighted on SIMON class roles, emailed with meeting minutes and on the Wellbeing Team Noticeboard in the staff lounge.

Staff are made aware of the location of student and generic EpiPen® throughout the College (please refer to Appendix 5).

Staff will also be made aware of their role in reducing the risk of coming into contact with allergens to anaphylactic students. The Strategies to Avoid Allergens document must be adhered to and is part of the College's Anaphylaxis Policy.

Casual relief staff in charge of students will be informed of students at risk of anaphylaxis, and their role in avoiding allergens exposure and responding to an anaphylactic reaction by a student in their care by the Campus Activities Coordinator as part of an 'Induction Pack'.

Casual relief staff in charge of students will be informed of the location of student and generic EpiPen® throughout the College (please refer to Appendix 5).

All staff will be briefed each semester by the School Anaphylaxis Supervisor – The Health Centre Team, who has up to date anaphylaxis management training.

The presentation will include:

- the College's Anaphylaxis Policy;
- the causes, symptoms and treatment of anaphylaxis;
- the identities of students diagnosed at risk of anaphylaxis ;
- where their medication is located;
- how to use an EpiPen®;
- the College's first aid and emergency response procedures;
- strategies to avoid allergens

REVIEW

This policy will be reviewed annually as recommended by Ministerial Order No 706 January 2016 Anaphylaxis Management in Victorian Schools, by the Health Centre Team in conjunction with the Deputy Principal Student Wellbeing with recommendations for change to the Principal.


APPENDICES

Appendix 1 ASCIA EpiPen→ Individual Action Plan
Appendix 2 Anaphylaxis Management Plan Cover Sheet
Appendix 3 Anaphylaxis Strategies to Avoid Allergens
Appendix 4 ASCIA Allergic Reactions Action Plan
Appendix 5 Avila College First Aid Locations
Appendix 6 Avila College Permission to Carry an EpiPen®

VERSION HISTORY

Version	Date Issued	(Minor, Major Change)
November 2015	November 2015	
December 2018	December 2018	Minor
May 2020	May 2020	Minor

Document approved by Principal and ratified by the Executive Team	
Next Review Date	May 2021
Person/s Responsible	Health Centre Team Deputy Principal Student Wellbeing
Related Documents	
References	Ministerial Order No 706 January 2016 Anaphylaxis Management in Victorian Schools ASCIA Australasian Society of Clinical Immunology and Allergy www.allergy.org.au Victorian Government Education and Training Guidelines for Managing Anaphylaxis 21 September 2018



australian society of clinical immunology and allergy
www.allergy.org.au

ACTION PLAN FOR Anaphylaxis

Name: _____

Date of birth: _____

Confirmed allergens: _____

Family/emergency contact name(s): _____

Work Ph: _____

Home Ph: _____

Mobile Ph: _____

Plan prepared by doctor or nurse practitioner (np): _____

The treating doctor or np hereby authorises:

- Medications specified on this plan to be administered according to the plan.
- Prescription of 2 adrenaline autoinjectors.
- Review of this plan is due by the date below.

Date: _____

Signed: _____

Date: _____

For use with EpiPen® adrenaline (epinephrine) autoinjectors

SIGNS OF MILD TO MODERATE ALLERGIC REACTION

• Swelling of lips, face, eyes	• Tingling mouth
• Hives or welts	• Abdominal pain, vomiting (these are signs of anaphylaxis for insect allergy)

ACTION FOR MILD TO MODERATE ALLERGIC REACTION

- For insect allergy - flick out sting if visible
- For tick allergy ☐ seek medical help or ☐ freeze tick and let it drop off
- Stay with person and call for help
- Locate adrenaline autoinjector
- Give other medications (if prescribed).....
- Phone family/emergency contact




Mild to moderate allergic reactions (such as hives or swelling) may not always occur before anaphylaxis

WATCH FOR ANY ONE OF THE FOLLOWING SIGNS OF ANAPHYLAXIS (SEVERE ALLERGIC REACTION)

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

ACTION FOR ANAPHYLAXIS

- 1 Lay person flat - do NOT allow them to stand or walk**
 - If unconscious, place in recovery position
 - If breathing is difficult allow them to sit




- 2 Give adrenaline autoinjector**
- 3 Phone ambulance - 000 (AU) or 111 (NZ)**
- 4 Phone family/emergency contact**
- 5 Further adrenaline doses may be given if no response after 5 minutes**
- 6 Transfer person to hospital for at least 4 hours of observation**

If in doubt give adrenaline autoinjector

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

ALWAYS give adrenaline autoinjector FIRST, and then asthma reliever puffer if someone with known asthma and allergy to food, insects or medication has **SUDDEN BREATHING DIFFICULTY** (including wheeze, persistent cough or hoarse voice) even if there are no skin symptoms

Asthma reliever medication prescribed: ☐ Y ☐ N

How to give EpiPen® adrenaline (epinephrine) autoinjectors

1



Form fist around EpiPen® and PULL OFF BLUE SAFETY RELEASE

2



Hold leg still and PLACE ORANGE END against outer mid-thigh (with or without clothing)

3



PRESS DOWN HARD until a click is heard or felt and hold in place for 3 seconds REMOVE EpiPen®

EpiPen® is prescribed for children over 20kg and adults. EpiPen® Jr is prescribed for children 7.5-20kg.

© ASCIA 2020. This plan was developed as a medical document that can only be completed, and signed by the patient's doctor or nurse practitioner and cannot be altered without their permission.

Anaphylaxis Management Plan 2020

Cover Sheet

This Plan is to be completed by the principal or nominee on the basis of information from the student's medical practitioner provided by the parent/carer.

Avila College, 35 Charles Street, Mount Waverley Vic 3149	
School Phone Number: 9831 9600	
Student's name:	
Date of birth:	Year Level:
Severely allergic to:	
Other health conditions:	
Medication at school:	
Parent/Carer information (1)	Parent/Carer information (2)
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:		<input type="checkbox"/> on person <input type="checkbox"/> in school office	If an extra EpiPen is at school, it is kept in:
The following Anaphylaxis Management Plan has been developed with my knowledge and input and will be review on:			
Signature of Parent/Carer:			Date:
Signature of Principal (or nominee):			Date:

Strategies to Avoid Allergens 2020

Student Name:		
Risk	Strategy	Who?
Exposure to Allergens in the Classroom	High Risk Medical Student Information Booklet (including Anaphylaxis students) kept with Generic and Student EpiPen®	School Nurse
	Class role will indicate students with Anaphylaxis with an alert.	School Nurse
	Staff will alert replacement teacher of the students with Anaphylaxis in the class in writing	Subject Teacher
	Having an EpiPen® poster in each Class - Student awareness raised about Anaphylaxis	Homeroom Teacher
	No egg, milk or cereal packet to be used in classes with students with Anaphylaxis	Subject teacher
	Replacement teacher will be given a handout detailing the Anaphylaxis procedures to manage students at risk	Daily Organiser
	Use no nut packaging e.g. peanut butter jars not to be used in class activities	Subject Teacher
Exposure to Allergens in the grounds	Bins are emptied on a daily basis	Prop. Manager Cleaners
	Lawns mowed regularly	Prop. Manager
	Staff on duty encouraged to carry communication device (optional)	Duty Staff

	Critical incident bag (including EpiPen® and Action Plans) centrally located in the General Office	School Nurse
	General use EpiPen in Health Centre, General Office, Food Tech Kitchen, Gym and Music Office	School Nurse
Exposure to Allergens in the Food Technology Classroom/Kitchen	Risk evaluation in Food Tech done with parents/carers. Separate student workstation and utensils may be required by the student with Anaphylaxis.	Food Tech Teacher
	Hidden allergens in cooking items checked	Food Tech Teacher
	Allergen not used in student's cooking class (by negotiation)	Food Tech Teacher
	Bench to be used by student with allergen to be wiped down before food preparation	Food Tech Teacher

Exposure to Allergens in the Science class / Laboratory	No egg, milk or cereal packet to be used in classes with students with Anaphylaxis	Science Teacher
	Hidden allergens used in Science classes checked	Science Teacher
Exposure to Allergens at the Canteen	School Canteen staff will have accredited Anaphylaxis training and be aware of cross contamination of allergens	Canteen Staff
	Volunteers will be briefed regarding students with allergies	Canteen Staff
	Students at risk of Anaphylaxis will have their photo displayed in the canteen noting the allergy	School Nurse
	Canteen menu displayed in Homerooms to show list of included allergens	Canteen Staff

	Introduce allergen friendly foods at the canteen e.g. fruit salad, egg and dairy free bakery items	Canteen Staff
Exposure to Allergens at special functions i.e. formal or graduation	Parent/Carer to indicate child's allergy/anaphylaxis on all special function forms	Parent/Carer
	Student provided with alternative menu by provider	Organising Teacher
	Student's formal partners forms to be checked for medical concerns and dietary requirements	Organising Teacher
Exposure to Allergens on excursions	Parent/Carer to indicate child's allergy/anaphylaxis on all excursion forms (e.g. CareMonkey or overseas immersion forms)	Parent/Carer
	The student's school EpiPen®, Action Plan, school mobile and generic school EpiPen® must be taken on all excursions	Organising Teacher
	Student will be provided with alternative meal, allergen free (if that is part of the excursion)	Organising Teacher
	Student to carry home EpiPen® on all excursions	Parent/Student
Exposure to Allergens on Camps for Year 7 & 9, Community Service and Study Tours	Parent/Carer to indicate child's allergy/anaphylaxis on all camps, community service and study tour material	Parent/Carer
	A risk management assessment for camp/study tour must be undertaken. Camp personnel should be consulted.	Director of School Community, School Nurses, YLC, Parent/Carer and Student
	Outcomes of Risk Management Plan must be relayed to and supported by camp personnel	Director of School Community, YLC
	Students allowed to bring own food and eating utensils	Parent/Carer

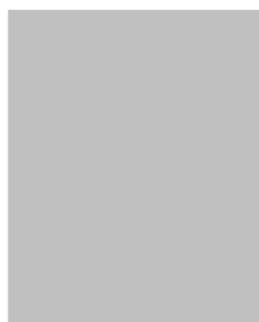
	The students are to bring 2 EpiPens® (home one included) and carry one on her person AT ALL TIMES	Parent/Student, Director of School Community, YLC
	General use EpiPen® taken on camp/study tour	Director of School Community, YLC
	All school staff on camp will have Anaphylaxis training and priority will be given to students with Anaphylaxis to be placed in groups with trained teacher	School Nurse/ Director of School Community
	EpiPen® will be accessible at all times	YLC
Creative Arts, Sports, Co-Curricular Events	Nominated First Aid personal attend event - EpiPen® brought All staff present aware where EpiPen® and High Risk Medical Students' Plans are being kept on the day	Nominated First Aid Person/ School Nurse
Other		
<p>The document 'Strategies to Avoid Allergens' has been developed with my knowledge and input, and will be reviewed annually or when my daughter's allergy changes.</p> <p>I understand that is my responsibility, as a parent/carer, to ensure that I discuss these strategies with my daughter's medical practitioner to ensure that they are appropriate to her condition before signing below.</p> <p>I also understand that I must inform the school, in writing, if my daughter's condition changes or if other strategies must be undertaken by the school.</p>		
Name of Parent/Carer		
Signature of Parent/Carer		Date
Signature of Principal (or nominee)		Date

APPENDIX 4 : ASCIA Allergic Reactions Action Plan

 ascia <small>australian society of clinical immunology and allergy</small> www.allergy.org.au	<h1 style="margin: 0;">ACTION PLAN FOR</h1> <h1 style="margin: 0;">Allergic Reactions</h1>	
--	--	--

Name: _____

Date of birth: _____



Confirmed allergens:

Family/emergency contact name(s):

Work Ph: _____

Home Ph: _____

Mobile Ph: _____

Plan prepared by doctor or nurse practitioner (np):

The treating doctor or np hereby authorises:

- Medications specified on this plan to be administered according to the plan.
- Use of adrenaline autoinjector if available.
- Review of this plan is due by the date below.
Date: _____

Signed: _____

Date: _____

Note: This ASCIA Action Plan for Allergic Reactions is for people with mild to moderate allergies, who need to avoid certain allergens.

For people with severe allergies (and at risk of anaphylaxis) there are red ASCIA Action Plans for Anaphylaxis (brand specific or generic versions) for use with adrenaline (epinephrine) autoinjectors.

Instructions are on the device label.

Adrenaline autoinjectors (300 mcg) are prescribed for children over 20kg and adults. Adrenaline autoinjectors (150 mcg) are prescribed for children 7.5-20kg.

SIGNS OF MILD TO MODERATE ALLERGIC REACTION

- Swelling of lips, face, eyes
- Tingling mouth
- Hives or welts
- Abdominal pain, vomiting (these are signs of anaphylaxis for insect allergy)

ACTION FOR MILD TO MODERATE ALLERGIC REACTION

- For insect allergy - flick out sting if visible
- For tick allergy ☐ seek medical help or ☐ freeze tick and let it drop off
- Stay with person and call for help
- Give other medications (if prescribed).....
- Phone family/emergency contact

Mild to moderate allergic reactions (such as hives or swelling) may not always occur before anaphylaxis

WATCH FOR ANY ONE OF THE FOLLOWING SIGNS OF ANAPHYLAXIS (SEVERE ALLERGIC REACTION)

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

ACTION FOR ANAPHYLAXIS

1 Lay person flat - do NOT allow them to stand or walk

- If unconscious, place in recovery position

- If breathing is difficult allow them to sit



2 Give adrenaline (epinephrine) autoinjector if available

3 Phone ambulance - 000 (AU) or 111 (NZ)

4 Phone family/emergency contact

5 Transfer person to hospital for at least 4 hours of observation

If in doubt give adrenaline autoinjector

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

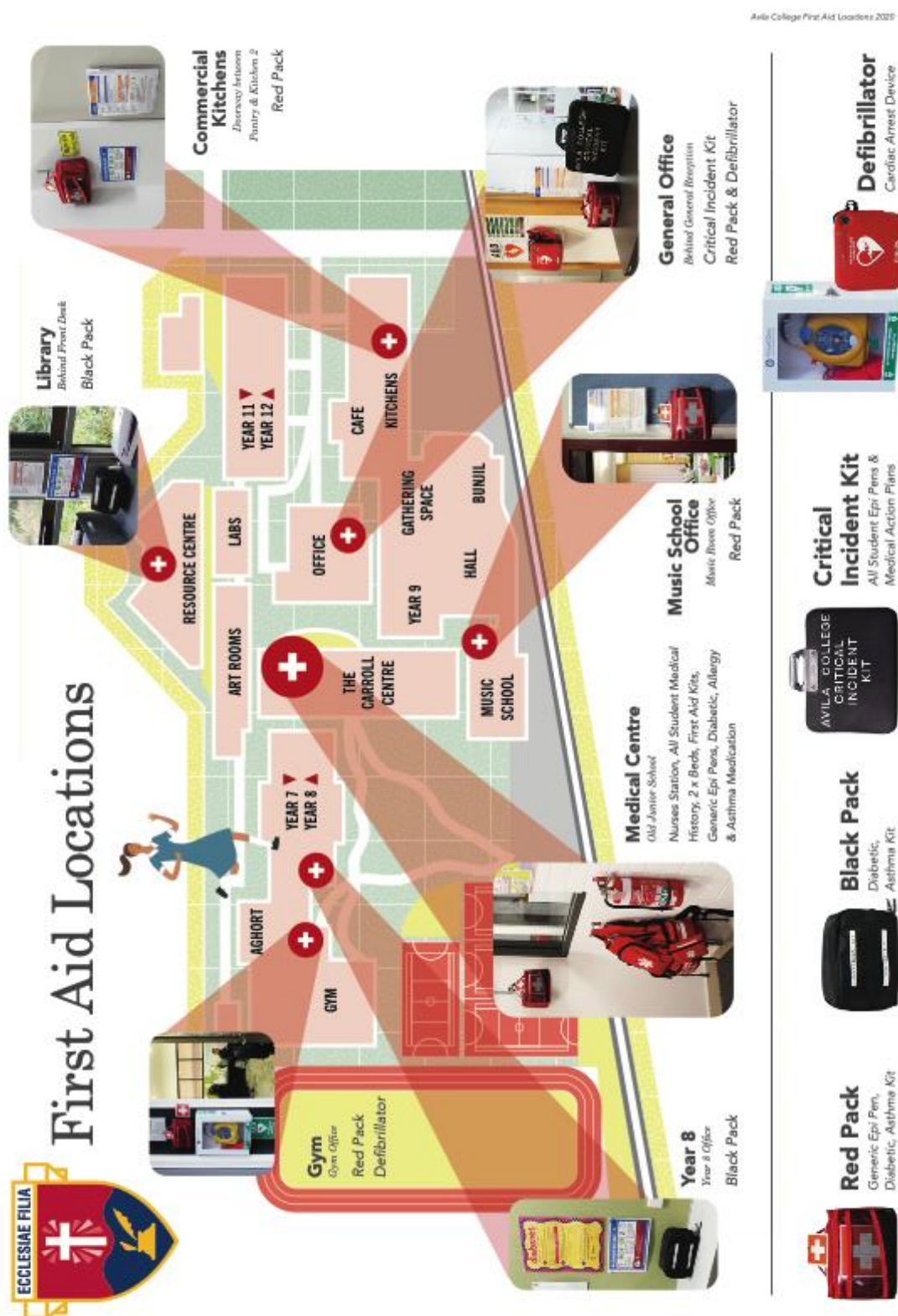
ALWAYS give adrenaline autoinjector FIRST if available, and then asthma reliever puffer if someone with known asthma and allergy to food, insects or medication has SUDDEN BREATHING DIFFICULTY (including wheeze, persistent cough or hoarse voice) even if there are no skin symptoms

Asthma reliever medication prescribed: ☐ Y ☐ N

- If adrenaline is accidentally injected (e.g. into a thumb) phone your local poisons information centre.
- Continue to follow this action plan for the person with the allergic reaction.

© ASCIA 2020 This plan was developed as a medical document that can only be completed and signed by the patient's doctor or nurse practitioner and cannot be altered without their permission.

APPENDIX 5 : Avila College First Aid Locations



APPENDIX 6 : Avila College Permission to Carry an EpiPen®



Avila
College

Inspiring today for tomorrow

23 March 2020

To Whom It May Concern

The Adrenaline Auto Injector (EpiPen®), which is carried by Avila College staff, is the property of Avila College.

The EpiPen® is carried in case a student or staff member requires an emergency dose of Adrenalin should they come in contact and/or eat an allergen that produces an Anaphylaxis reaction in the person.

The Avila staff who are carrying this EpiPen® are qualified to administer the injection. They have had training to recognise the signs and symptoms of Anaphylaxis and understand when it is necessary to give the injection.

Yours sincerely

CATHY ANGUS
SCHOOL NURSE
WELLBEING

JANINE BAUMAN
DEPUTY PRINCIPAL STUDENT

Health Centre/RDE