

Anaphylaxis is a severe, rapidly progressive allergic reaction that is potentially life threatening. The most common allergens in school age children are peanuts, eggs, tree nuts (e.g.: cashews), cow's milk, fish and shellfish, wheat, soy, sesame and certain insect stings (particularly bees).

The key prevention of Anaphylaxis in schools is knowledge of the student who has been diagnosed at risk, awareness of allergens, and prevention of exposure to those allergens. Partnerships between schools and parents/guardians are important in helping the student avoid exposure. Adrenaline given through an adrenaline auto-injector (such as Epipen® and Epipen Jr®) into the muscle of the outer mid-thigh is the most effective first aid treatment for Anaphylaxis.

1. Purpose

The purpose of this policy is to provide, as far as practicable, a safe and supportive environment in which students at risk of anaphylaxis can participate equally in all aspects of schooling and to comply with the Department of Education Ministerial Order 706.

2. Scope

This policy applies to:

- All students and staff at the school
- Visitors and volunteers on school premises
- School related activities, including excursions, camps and sports events
- First Aid personnel, including the School Nurse/First Aid Officer(s)

3. Policy Statement

My College supports all students with Anaphylaxis and will comply with Ministerial Order 706 and the associated guidelines.

4. Implementation

4.1 Management of Students Diagnosed at Risk of Anaphylaxis

ASCIA Action Plans

It is a condition of enrolment and the responsibility of the parent/guardian of a child at risk of Anaphylaxis to comply with the following:

- Provide an ASCIA Action Plan (with current photos) completed by the student's medical practitioner to the registrar along with the Enrolment Form.
- Parent/Guardian of all students at risk of Anaphylaxis must provide a new ASCIA Action Plan on an annual basis of the school year. Parents will be given one month from the notice to supply the new action plan. However, if there has been a change in the child's medical condition, the School Nurse/College First Aid Officer(s) must be notified in writing and a

new ASCIA Action Plan must be provided. Data will be collected by School Nurse/ College First Aid officer(s) and input into the school communication plan e.g. student network databases.

- Provide the College with an Adrenaline Auto-injector for their child at risk of Anaphylaxis upon enrolment and where possible before the student's first day attendance. It is the responsibility of the parent/guardian to continue to provide a new Adrenaline Auto-injector annually prior to expiry.

Individual Anaphylaxis Management Plans (IAMPs)

- The Principal is responsible for ensuring that an individual anaphylaxis management plan is developed for any student diagnosed with a medical conditions that relates to allergy and the potential for anaphylactic reaction.
- The School Nurse/ College First Aid Officer(s) will then implement and monitor the student's Individual Anaphylaxis Management Plan. The student's Individual Anaphylaxis Management will be reviewed, and ensure that an IAMP is developed for any student who has been diagnosed by a medical practitioner as being at risk of Anaphylaxis. A face to face meeting is required between the School Nurse/ College First Aid Officer and the parent/guardian. Copies are available to the parent/guardian upon request.
- The IAMP must be completed for all new students prior to their enrolment being accepted or as soon as practicable after the student attend the school with an interim plan developed by the College School Nurse /First aid officer(s) in the meantime. This process may take up to two weeks from notice or be assessed on a case-by-case basis.
- Individual Anaphylaxis Management Plan will set out the following:
 - The student's allergies
 - Locally relevant risk minimisation/prevention strategies
 - Names of people responsible for implementing risk minimisation/prevention strategies
 - Storage of medication
 - Student's emergency contact details.
 - The student's ASCIA Action plan
- In consultation with the student's parent/guardian, the student's IAMP will be reviewed by the School Nurse/ College First Aid Officer(s) in all of the following circumstances.
- Annually or as applicable.
- If the student's condition changes.
- Immediately after the student has an anaphylactic reaction.
- When the student is to participate in off-site activities, such as excursions, or at special events conducted, organised or attended by the College.
- This can occur in the initial IAMP meeting at the commencement of the year.
- A Register of all IAMPs will be maintained and reviewed monthly.

4.2 Annual Risk Assessment Checklist

The Principal will complete an Annual Risk Management Checklist as published by the Department of Education and Training from time to time. This is to ensure compliance with their obligations.

4.3 Adrenaline Auto- Injectors for General Use at My College

The Principal will ensure that the College will have Adrenaline Auto Injectors for General use to be used in case of an emergency or for one or more of the reasons below:

- An individual who is known to be at risk of anaphylaxis does not have their own device immediately accessible or the device is out of date; or
- A second dose of adrenaline is required before an ambulance has arrived; or
- An individual's device has misfired or accidentally been discharged; or
- A previously diagnosed individual with mild allergy who was not prescribed an adrenaline auto-injector has their first episode of anaphylaxis; or less commonly

- An undiagnosed individual is having a first episode of anaphylaxis and was not previously known to be at risk (e.g. a child having their first reaction at school). This is dependent on (a) local policies that allow administration under those circumstances, and (b) education of caregivers about the recognition of anaphylaxis and training in adrenaline auto-injector administration.

In considering purchasing Adrenaline Auto Injectors for General Use, the Principal will consider the number of students enrolled who are at risk of anaphylaxis and ensure that they are in specified locations around the College such as (See Appendix):

- First Aid Room
- Staff Room in Building C
- Yard Duty bags in the Front Office
- Excursion Bags during excursions off-site

The Principal will ensure that Adrenaline Auto Injectors for General Use will be accompanied at excursions, special events and activities organised by the College inside and outside of College grounds.

The Principal will ensure that the School Nurse/ College First Aid Officer(s) check the General Use Auto Injectors on a monthly basis. The General Use Auto Injectors will be placed around the College and will be replaced at the College's expense.

School Management of Anaphylaxis

4.4 Staff Training

- To ensure compliance with the Ministerial Order 706, two School Nurse/College First Aid Officer(s) as determined by the Principal must have successfully trained as School Anaphylaxis Supervisor - Course in Verifying the Correct Use of Adrenaline Auto-injector Devices 22303VIC. This is valid for 3 years; and
- The Principal will ensure that all College staff are trained in accordance with Ministerial Order 706. All staff must have successfully completed ASCIA Anaphylaxis e-training for Victorian Schools followed by a competency check by the School Anaphylaxis Supervisor. This is valid for 2 years.
- Re-training will be done before certification expires.
- The Principal has ensured that it is a condition of employment that all staff are required to attend the Anaphylaxis briefing biannually. A certificate of Attainment will be provided by the College.
- The first briefing must be held at the commencement of the school year, to include the following information:
 - the College's Anaphylaxis Management Policy;
 - the causes, symptoms and treatment of anaphylaxis;
 - staff are required to be able to identify, by face, those students at risk of Anaphylaxis, their allergens and the location of their medication;
 - how to use an Adrenaline Auto-injector, including hands on practice with a trainer Adrenaline Auto-injector;
 - the College's First Aid and Emergency Response Procedures; o the location of Anaphylaxis Emergency Kits in the College;
 - the working through of real life scenarios to discuss issues
- The briefing must be conducted by qualified Anaphylaxis personnel. For the purposes of the Anaphylaxis Guidelines and the Ministerial Order, this means that the Staff member has successfully completed a Course in Verifying the Correct Use of Adrenaline Auto Devices 22303VIC in the previous 3 years.
- Principal to communicate and update Anaphylaxis Supervisors with a list of newly employed staffs where applicable. This is to ensure that newly employed staffs are briefed on the College Anaphylaxis Management Policy and trained in the administration of an auto injector.

- In the event that the relevant training and briefing has not occurred, the Principal will develop an interim Individual Anaphylaxis Management Plan in consultation with the parents of any affected student.
- Training will be provided to relevant staff as soon as practicable after the student enrolls, and preferably before the student's first day at school.
- While the student is under the care or supervision of the College, including excursions, yard duty, and special event day, the Principal will ensure that there is sufficient number of staff who has successfully completed an Anaphylaxis Training Course within the last two years.

4.5 Location, Storage, and Accessibility of Anaphylaxis Emergency kits / Student(s) Adrenaline AutoInjector

Locations of the Anaphylaxis Emergency Kits

Emergency Anaphylaxis Kits are available around the College in the following locations (See Appendix):

- First Aid Room
- Staff Room in Building C
- Yard Duty bags in the Front Office
- Excursion Bags during excursions off-site

Emergency Anaphylaxis Kits must include the following items:

- Adrenaline Auto-injectors for general use (1 x junior and 1 x adult).
- An Anaphylaxis reference list of all students at risk of Anaphylaxis with a current photo, year level, allergens and type of prescribed Adrenaline Auto-injector.
- A notepad and pen

Emergency pouches (yard duty) must include the following items:

- Adrenaline Auto-injectors for general use (1 x junior and 1 x adult, 1 Ventolin & 1 Spacer).
- An Anaphylaxis Reference list of all students at risk of Anaphylaxis with a current photo, year level, allergens and type of prescribed Adrenaline Auto-injector.
- A notepad and pen
- Basic first Aid kits e.g. bandaids

In the case of an emergency, staff are to escalate to emergency services via personal phones and coordinate with School Nurse/ College First Aid Officer(s)/ College Admin Team.

All Emergency Anaphylaxis Kits and emergency pouches will be reviewed by the School Nurse/ College First Aid Officer(s) on a monthly basis, with lists being updated as required.

Student(s) Adrenaline Auto-injectors

Student(s) Adrenaline Auto-injectors are stored in the College First Aid room cupboard.

- Cupboard is unlocked and accessible to school staffs at all times.
- Adrenaline Auto-injectors are stored at a room temperature.
- A copy of the student's Individual Anaphylaxis Management Plan, including the ASCIA Action plan are kept together with the student's Adrenaline Auto-injector.
- Student's Adrenaline Auto-injector and Individual Anaphylaxis Management Plan, including the ASCIA Action plan is clearly labelled with the student's name and an up to date photo attached.
- Student's Anaphylaxis kit will be reviewed by the School Nurse/College First Aid Officer(s) on a monthly basis, with action plan and/or EpiPen® being updated as required.

4.6 College Anaphylaxis Management and Emergency Response

The College Anaphylaxis Emergency Response will be linked to the College's Emergency Management Policy and Procedures located in the College's First Aid Policy.

- It is expected that any staff member who has undertaken the Anaphylaxis Management Training Course may administer the Adrenaline Auto-injector.
- The College's First Aid, Emergency Procedures and student's ASCIA action plan and IAMP must be followed.
- Emergency Anaphylaxis kits containing Adrenaline Auto-injectors for general use, and an Anaphylaxis Reference list, are positioned around the College (refer to location of the Anaphylaxis Emergency kits- See Appendix).
- Students' Individual Adrenaline Auto-injectors are located in the First Aid room. Individual kit includes up to date photo of the student, ASCIA action plan and IAMP.
- Students' medical list are kept in a red folder where all emergency kits are located (See Appendix 1). All staffs on yard duty should refer to student list located in yard duty bags for easy identification in the event of emergency. All staff may also refer to the Student Medical Portfolio board, located in the front office or the first aid room in Building C, prior to their yard duties.
- Mobile phones are used for the purpose of communicating emergencies between departments or to escalate an emergency to emergency services.
- Changes to the medical list are updated weekly. Grade secretaries are required to keep up with the updates and print the necessary changes.
- The Adrenaline Auto-injector must be obtained and administered in accordance with the ASCIA action plan.
- Any staff member is permitted to call the ambulance 000 in the event of an emergency.
- An Incident Report must be completed and submitted to the Principal as soon as possible. If in case of fatality, the Principal will contact the Police, Lawyers and the next of kin. The principal will execute the Media Communication Plan upon Lawyers advice.

Within College Grounds

In the event of an anaphylactic reaction within College grounds:

- I. Lay the student flat. If breathing is difficult, allow the student to sit (but not stand or walk).
- II. Identify student affected using information in class roll/ emergency red medical list folder.
- III. Call for help by calling the School Nurse/ College First Aid Officer(s) via personal mobile phones.
- IV. Let other staffs know that it is an anaphylactic emergency and seek assistance from other staffs by asking them to help get the nearest Emergency Adrenaline Auto-injector kit.
- V. Responding staff members to help clear the area from bystanders (e.g., crowd control).
- VI. School Nurse/ College First Aid Officer(s) will attend with the student's Epipen® and also the College spare Epipen®.
- VII. Administer Epipen® as per the student's ASCIA action plan.
- VIII. Call Ambulance 000.
- IX. Take note of the time the Epipen® was administered and surrender the used Epipen® to the Ambulance personnel once they arrive.
- X. The parents will be contacted by the School Nurse/College First Aid Officer(s) after the ambulance.
- XI. If symptoms worsens after 5 minutes, administer another Epipen® as per the student's ASCIA action plan.
- XII. Stay and monitor student until ambulance arrive.

Out of College Trips

The Principal will ensure that there is sufficient number of staff who has successfully completed an Anaphylaxis Training Course within the last two years attends any out of college trips.

Any student at risk of anaphylaxis attending out of school trips must have 2 Epipens® – the student's own and a College emergency kit. Epipens® are packed in the excursion First Aid bag. Staff members who are involved with external College events must be briefed by the School Nurse/College First Aid Officer(s). The following procedures must be implemented prior to the external event;

- Look at the possible risks on the particular excursion. A risk assessment should be undertaken for each individual student attending who is at risk of anaphylaxis. The risks may vary accordingly to the number of anaphylactic students attending, the nature of the excursion/sporting event, size of venue, distance from medical assistance, the structure of excursion and corresponding staff-student ratio.
- All staff members present during the excursion need to be aware of the identity of any students attending who are at risk of anaphylaxis and be able to identify them by face.

Anaphylaxis Management & Emergency response Outside of College trips.

- Staff involved in external school events are required to not only follow the Risk Assessment for that particular event, but also the individual risk assessments of those students attending who are at risk of Anaphylaxis. Organising staff must provide the following details:
 - a) state the staff member's name who will be carrying the Adrenaline Auto-injector
 - b) reference of location (as noted on the Excursion/ Incursion /Event Application Form)
- These instructions must be followed with the need for a contingency list of staff to adequately fulfil these roles.
- The student's Adrenaline Auto-injector, IAMP and ASCIA Action Plan and staff mobile phones must be taken to all external events.
- Staff should give careful consideration to food used in activities or games, including as rewards.
- Parent/guardian may wish to accompany their child on external events. This should be discussed with the parent/guardian as another strategy for supporting the student.
- On the day of the event, a designated staff member must collect the First Aid bag from the First Aid room, make sure that the Adrenaline Auto-injectors are packed and signed for the First Aid bag.
- A register will be maintained to record the movement of general and personal Adrenaline Auto-injectors.
- Staff in charge of the external event must ensure that the Epipen® are easily accessed by all the staff members attending the external event.

Excursions

The Principal or his delegates will ensure that there is sufficient number of staff who has successfully completed an Anaphylaxis Training Course within the last two years attends the excursion.

In the event of an anaphylactic reaction during excursion:

- I. Lay the student flat. If breathing is difficult, allow the student to sit (but not stand or walk).
- II. Get help from other staff members or staffs from the venue.
- III. Administer Epipen® as per the student's ASCIA action plan.
- IV. Call Ambulance 000.
- V. Responding staff members to help clear the area from bystanders (e.g., crowd control).
- VI. Take note of the time the Epipen® was administered and surrender the used Epipen® to the Ambulance personnel once they arrive.
- VII. Stay and monitor student until ambulance arrive.
- VIII. If symptoms worsens after 5 minutes, administer another Epipen® as per the student's ASCIA action plan.

- IX. Contact the School Nurse/ College First Aid Officer(s) on the emergency mobile –and stay on the line with the College First Aid Officer.
- X. The School Nurse/ College First Aid Officer(s) will notify the student's parent(s) as soon as ambulance personnel informed staff which hospital the child will be taken to.

Post Incident Action

It is expected that after an incident has occurred and has been resolved, that staff members involved will engage in the following activities:

- Completion of an incident report form including full details of the event and what occurred;
- Collection of the student's personal effects (if he is transported by an ambulance) to be return to parents/carer;
- Debrief with students directly involved as witnesses to the event;
- Debrief of staff involved;
- Communication with the Principal as appropriate regarding the particulars of the incident, actions taken and outcomes;
- Principal to discuss with parents (at a later date) about the event and advise them to seek medical advice on how it may be prevented in future;
- Nominated Anaphylaxis management personnel (School First Aid Officer(s)/School Nurse) to review the student's IAMP;
- Implement updated risk prevention strategies (where applicable).

Prevention and Risk Minimisation Strategies

The key prevention of Anaphylaxis is the identification of triggers such as allergens and prevention of exposure to those allergens. The College can employ a range of practical prevention strategies to minimise the exposure to known triggers. The information below provides examples of risk minimisation strategies.

- Staff must NOT UNDER ANY CIRCUMSTANCES, organise food related activities, events or rewards, except in Home Economics Classes without approval from the team leader or the school nurse/ college first aid officer(s).
- Staff must NEVER provide students with food from outside sources. In the event of a student not bringing food to school and the parents are unable to be contacted or are unable to bring in food, the only staff to provide the student with food are the School Nurses/First Aid Officer(s). School Nurses/First Aid Officers are to seek parental consent prior to giving of food.
- Staff are NOT permitted to encourage or advertise in any means such as newsletters or student diaries that students may bring food from home for special events.
- A risk assessment must be completed for each student at risk of anaphylaxis, attending any College internal or external event. This will be completed in addition to the overall Risk Assessments involving the entire class or year level and must be compiled together with the IAMP.
- Prior to the process of any event application, all teachers will provide a class list as a part of this application process. This will assist the College to determine any students at risk of anaphylaxis attending the event and to ensure thorough prior planning of individual student risk assessments.
- If a current IAMP, ASCIA action plan and/or individual adrenaline auto-injector is not available, every attempt will be made to contact the parent/guardian to organise this prior to the event. However, no students at risk of anaphylaxis will be permitted to attend ANY event without a current IAMP, action plan and their personal adrenaline auto-injector.
- An updated copy of students at risk of anaphylaxis will be given to the Classroom Teacher and food preparation staff, ensuring that this information is easily accessible when required.
- Staff should be aware of hidden allergens listed on labels (e.g.: in cooking, food, science, sport and art supplies, maintenance products - egg and milk cartons and latex).

- All teachers on yard duty must carry their personal phones for communication. School Nurse/First Aid Officers staff will be on stand-by for any emergencies when called for assistance.
- Teachers supervising designated areas are required to carry emergency yard duty bags containing emergency medication for anaphylaxis and asthma. This is to be signed for and collected from the Daily Organiser's office.
- Sufficient College staff are required to supervise any event and must have undertaken the Anaphylaxis Management Training Course.
- Staff are required to be vigilant to ensure students are complying to this policy at all times and conduct checks to ensure there is no food or substances that may harm a student at risk of Anaphylaxis or Allergy.
- The use of balloons must be avoided if the College has students enrolled who are allergic to latex.
- No food is to be consumed by students whilst on the bus.

Classroom

- Teachers are required to have regular discussions with students about the importance of washing hands, eating their own food, not sharing food with others, Anaphylaxis and Allergy education, washing up and food disposal processes.
- Posters will be made available to each classroom, educating students on Anaphylaxis and Allergies.
- A red folder containing information on students at risk of Anaphylaxis, the location of Anaphylaxis Emergency Kits, IAMPs, ASCIA Action Plans and Adrenaline Auto-injectors, the College's Anaphylaxis Management Policy, the location of the Emergency Anaphylaxis kits, and the responsibilities of Emergency Response will be present in each classroom for new staff, casual staff and CRTs.

School Yard

- Teaching staff attending yard duty must carry the yard duty bags containing the school's emergency kits and have a current list of those students with serious health conditions including Anaphylaxis.
- Teachers on yard duty must their personal phones and if supervising a designated area, must carry an emergency yard bag carrying auto-injectors for general use.
- In the yard and classroom, teaching staff are permitted to use personal mobile phones to seek for assistance from different departments within the school grounds or to escalate to emergency services directly.
- Staff and students must always wear closed shoes as a part of the College Uniform Policy.
- Students should keep food and opened drinks (e.g.: drinks in a can) covered whilst outdoors.
- Teaching staff are to encourage students at risk of anaphylaxis and allergies from insect bites to avoid stagnant water and flowering plants.

Communication Plan

At My College the Anaphylaxis Communication Plan has been introduced to ensure that important information regarding Anaphylaxis and its management is provided to the entire school community. The Principal is responsible for ensuring that the Communication Plan is developed and complies with clause 11 of Ministerial Order No. 706. This Communication Plan will be communicated to staff, parents and students. This Communication Plan is advising the school community about how to respond to an anaphylactic reaction of a student in various environments including during normal school activities in the classroom, in the yard, in all school buildings and sites including gymnasiums and halls; and during off-site or out of school activities, including on excursion, school and at special events conducted, organised or attended by the College.

School Staff Communication and Awareness

- The new Ministerial Order will be presented to all the board members at My College prior to the policy being launched to all senior managers.
- The new policy will be presented to all the senior managers at My College in the SMT meeting prior to the policy being launched to all staff and uploaded onto the school network.
- A list of those students at risk of Anaphylaxis, their current photo, year level, type of Adrenaline Auto-injector prescribed and allergens, are updated as required, and are located in the following areas:
 - School Data Bases
 - Front Office
 - First Aid Room in Building C
 - The red folder in each classroom will contain the names of students at risk of an allergy or anaphylaxis, organized by year level
- Signs placed in strategic positions around the College to indicate the whereabouts of emergency Anaphylaxis kits.

This information is provided to staff at the twice yearly briefings.

- School Nurse/First Aid officer(s) to advise/brief all CRT staff and volunteers of students in the school who are at risk of Anaphylaxis upon orientation. From these lists and documentation, all new staff, CRTs and volunteers are briefed on the Anaphylaxis awareness and the school's anaphylaxis management policy on the day of induction. CRTs, volunteers and new staff will have access to the student's medical records on the school data bases or within the red folders located in each classrooms. All new staff, CRTs and volunteers will also be debriefed of the yard duty process as per the school's policy including referring to the Student Medical Portfolio Board and student medical list in yard duty bags for easy identification of students at risk of any medical conditions.
- Twice yearly all staff are briefed on Anaphylaxis awareness as per the Ministerial order presentation. The Principal will organize training for all staff who must attend these sessions. This training identifies students at risk of Anaphylaxis, their allergens, the College's management policy including emergency response to an Anaphylaxis incident, and the use of an auto-injector. All staff who attend will be given a certificate of attainment, with a copy being kept in their employment file. All staff are required to sign the attendance register and remain for the entire duration of the training. All staff, CRT, Volunteers attending training / briefing are required to turn off their mobile phones at all times and are not permitted to bring any other devices to the training, e.g. laptops, iPods, iPads etc.
- Prior to all incursions, excursions, special events or, the event teacher is required to provide a list of students attending to the School Nurse/ First Aid Officer(s) to ensure thorough planning.
- Prior to excursions, the School Nurse/ First Aid Officer(s) are to ensure teaching staff attending are fully informed about anaphylaxis and how to use an auto-injector. The teacher involved also needs to sign that he/she has demonstrated the use of the Adrenaline Auto-injector in front of nursing staff, and is competent.

Student Communication and Awareness

- Posters placed around the school by the School Nurse/First Aid Officer(s) to make students aware of the risks of eating and sharing food whilst at school. These posters must be located in each classroom, the administrative building and on each of the buses.
- Posters/fact sheets strategically placed around the school by the School Nurse/First Aid Officer(s) in areas such as, the classrooms, classroom corridors, library and all halls. These posters are to highlight the key messages about Anaphylaxis and what students can do to support their peers.
- The School Nurse/First Aid Officer(s) are to encourage, support and promote Food Allergy Week to the teaching staff annually. This activity is to raise awareness of allergies and Anaphylaxis. The teaching staff are required to educate their students on this subject.

- Regular encouragement of teachers to talk to students in general about Anaphylaxis and allergies, and the associated risks with these conditions. This can be done through informal classroom discussions, formal lesson plans, and during pastoral care, all with the support of the first aid staff. All teaching staff are required to educate their students on a regular basis, that any attempt to harm a student, diagnosed at risk of anaphylaxis, must be treated as a serious and dangerous incident and dealt with in line with the College anti-bullying policy. This includes:
 - teasing
 - tricking a student into eating a particular food
 - threatening a student with allergens, such as peanuts

Parent/School Community Communication and Awareness

- The School Nurse/First Aid Officer(s) is to send out a letter to address the School community, informing them of Anaphylactic/Allergy risks and advising of the following: definition, ministerial order (including the DEECD website), nature and severity of Anaphylaxis, triggers and actions, the School community can collectively take to minimise the risks.
- Encourage open communication between the school and parents through meetings to discuss, review and update management plans at least annually. Extra meetings may be required to occur before students participate in any excursions, incursions, activities or. These meetings will only be required if these activities were not discussed in the annual management plan or if the student's condition has changed.
- Organise parent information sessions at least annually, to raise awareness and knowledge about Allergies and Anaphylaxis, its symptoms, treatment and management. These sessions are also to promote and explain the current Ministerial order governing Anaphylaxis in schools.
- Provide general information about Allergies and Anaphylaxis periodically throughout the year through the school's newsletter, website and LCD presentations.
- Present information regarding Allergies and Anaphylaxis regarding the current Ministerial order, to the wider school community, through the school's AGM and presentations to parents. This is to be achieved through briefings and presentations.

5.Related Policies & Legislation

Duty of Care Policy

First Aid Policy

Education and Training Reform Act 2006

Anaphylaxis Management - VRQA

Australian Society of Clinical Immunology and Allergy (ASCIA) – Anaphylaxis e-training schools and early childhood education/care

6.Communication of this Policy

This policy will be communicated through newsletters, handbooks, meetings, information sessions and the school website.

8.Policy Review

Approved by: Principal and School Board, April 2025

Next review: April 2027