

Burton Primary School Policy and Procedure for Supporting Anaphylaxis Management

Overview

This policy ensures that Burton Primary School provides safe and effective practices for managing allergies and anaphylaxis within the school environment. It aligns with the South Australian Department for Education guidelines.

Burton Primary School is committed to:

1. Ensuring the health and safety of all students, including those with allergies and at risk of anaphylaxis.
2. Implementing proactive and reactive measures to manage allergies and anaphylaxis in collaboration with parents/carers, health professionals, and trained staff.
3. Ensuring compliance with national and local regulations for managing allergies and anaphylaxis in educational settings.

Scope

This policy applies to:

- All staff (educators, teachers, principal, support staff, canteen staff, volunteers).
- All children and young people enrolled at this site, from enrolment until exit.
- Parents and guardians providing information and medical documentation for their child.

Roles and Responsibilities

- **Principal:** Ensure compliance with department procedures, provide staff training, and maintain emergency response systems.
- **Staff:** Implement risk minimisation strategies, respond to allergic reactions according to ASCIA Action Plans, and complete required training.
- **Parents/Guardians:** Provide current ASCIA Action Plans, Health Support Agreements, prescribed medication (e.g., adrenaline autoinjector), and up-to-date medical information.
- **Health Professionals:** Collaborate with parents/carers and school staff to create **ASCIA Action Plans** and provide expertise in managing **anaphylaxis** and medication agreements.

Procedure

Anaphylaxis management

1. Identification and Planning

- Collect medical information upon enrolment, including any allergies or anaphylaxis risks. If allergy or anaphylaxis is identified after enrolment, it is the responsibility of the parent/caregiver to notify the school ASAP.
- Develop and review:
 - **ASCIA Action Plans** (Red, Green, Orange depending on diagnosis).
 - **Health Support Agreement (HSP120)**.
 - **Safety and Risk Management Plan (HSP121)**.
- Plans must be easily accessible in classrooms, sick bays, canteens, and yard duty bags.

[ASCIA Action Plan for Anaphylaxis](#)

[Health Support Agreement \(HSP120\)](#)

[Safety and Risk Management Plan \(HSP121\)](#)

2. Risk Minimisation Strategies

- Burton Primary School is an **allergy aware** site. We ask that food products (for example, nuts) aren't sent in lunch boxes or not used in cooking classes or science experiments.
- We encourage practices such as:
 - Handwashing before and after eating.
 - No sharing of food or utensils.
 - Careful supervision during food-related activities.
- We develop strategies for excursions, camps, and transport.

[Allergy Aware Resource Hub](#)

3. Emergency Response

If a child shows signs of **anaphylaxis**: Refer to ASCIS Action plan

1. Lay the person flat (do not allow them to stand).
2. Administer the adrenaline autoinjector (EpiPen® or Anapen®).
3. Call 000 for an ambulance.
4. Contact parents/guardians.
5. If no response after 5 minutes, administer a second adrenaline autoinjector.
6. Transfer care to paramedics; the child must be taken to hospital.

[ASCIA Action Plan for Anaphylaxis](#)

4. Medication and Storage

- Our site ensures we have at least one **general use adrenaline autoinjector**, stored in the first aid room.
- Personal adrenaline autoinjectors supplied by parent/caregivers must:
 - Be in original packaging with a pharmacy label.
 - Be stored in a cool, dark, accessible location (not locked away).
- Expired/damaged autoinjectors must be replaced immediately.

[Anaphylaxis Risk Assessment \(HSP321\)](#)

[Review of Adrenaline Autoinjectors \(HSP322\)](#)

5. Training and Education

- At least one **HLTAID012-trained** first aider must always be present.
- All staff are encouraged to complete the **ASCIA Anaphylaxis e-Training** every 2 years or as a refresher training when a child at risk of anaphylaxis is enrolled at Burton
- Canteen staff and food technology educators must complete **All About Allergens Training**.

[ASCIA Anaphylaxis e - Training](#) – training resources and modules

[HLTAID012 Training Details](#)

[All About Allergens Training](#)

Related Legislation

- [Disability Discrimination Act 1992 \(Cth\)](#)
- [Education and Early Childhood Services \(Registration and Standards\) Act 2011 \(SA\)](#)
- [Work Health and Safety Act 2012 \(SA\)](#)
- [Code of Practice – First Aid in the Workplace \(2012\)](#)
- [Anaphylaxis and Allergies Procedure \(Department for Education\)](#)
- [Health Support Planning for Students](#)

Policy Review

This policy will be reviewed every 3 years, or earlier if procedures, legislation, or departmental requirements change.