

Anaphylaxis Management Checklist for Schools

- Actively seek information to identify a student with severe life threatening allergies at enrolment.
- If a student has been diagnosed as being at risk of anaphylaxis, meet with the parents/guardians to complete an Individual Anaphylaxis Health Care Plan.
- Parents/guardians are to provide copies of the student's ASCIA Action Plan completed by their medical practitioner with an up to date photo.
- Display the student's ASCIA Action Plan in appropriate staff areas around the school (e.g. staff room).
- Parents/guardians to provide the student's adrenaline autoinjector and other medication (e.g. asthma reliever medication) within expiry date.
- Adrenaline autoinjectors are stored in an unlocked location, easily accessible to staff, but not accessible to students. It is stored with the student's ASCIA Action Plan and away from direct sources of heat and sunlight.
- Establish a process for checking the adrenaline autoinjector to make sure it has not expired and has no grey/brown discolouration or sediment.
- Establish processes for checking the adrenaline autoinjector and ensuring ASCIA Action Plans are taken whenever the student participates in off-site activities (e.g. camps, excursions, sports days etc).
- Develop a school-based anaphylaxis management policy and implement school strategies to minimise exposure to known allergens.
- Arrange staff training which should include the recognition of allergic reactions, emergency treatment, practice with adrenaline autoinjector trainer devices and risk minimisation strategies.
- Hand out anaphylaxis fact sheets to staff to raise awareness about anaphylaxis.
- Mail/distribute letters to parents/guardians in the school community and include information snippets in newsletters to raise awareness about anaphylaxis and the school's policies/guidelines.
- Regularly review (e.g. at the beginning of each term) school anaphylaxis strategies and practice scenarios for responding to an anaphylaxis emergency.
- Review student's Individual Anaphylaxis Health Care Plan annually, if the student's situation changes or after an anaphylactic incident.



Further information:

WA Department of Health www.health.wa.gov.au/anaphylaxis
Australasian Society of Clinical Immunology and Allergy (ASCI) www.allergy.org.au
Anaphylaxis Australia Inc www.allergyfacts.org.au

