

POLICY

POLICY 1: ANAPHYLAXIS MANAGEMENT

OVERARCHING PERSPECTIVE:

Perspective: Quality Service
Policy: Service and Programs

POLICY:

In accordance with the Education and Care Services National Regulations, 2011, Part 4.2 Children's Health and Safety, Regulation 90 the key prevention strategies is having the knowledge of the children who have been diagnosed as at risk, awareness of triggers (allergens) and prevention of exposure to these triggers. Partnership between the child care service, the educator and the parents are important in ensuring that certain food items are kept away from the child whilst in care.

SCOPE:

This document applies to all Educators, Families, Coordination Unit Staff, Volunteers and Students of Our Village Family Childcare Service.

RATIONALE:

- To provide, as far as practicable, a safe and supportive environment in which children at risk of anaphylaxis can participate equally in all aspects of the child's care and education.
- To raise awareness about anaphylaxis and the service anaphylaxis policy in the Childcare community.
- To engage with families of children at risk of anaphylaxis in assessing risks, developing risk minimization strategies and management strategies for the child.
- To ensure all coordination unit staff and education have adequate knowledge about allergies, anaphylaxis and the service policy and procedure in responding to an anaphylactic reaction.

PROCESS:

- The educator, assisted by Coordination Unit staff, will ensure that an individual management plan is developed, in consultation with the child's parents, for any child who has been diagnosed by a registered medical practitioner as being at risk of anaphylaxis.
- The individual anaphylaxis emergency procedures plan (ASCIA Action Plan) will be in place as soon as practicable after the child enrolls and where possible before their first day of care. The plan will be displayed on a communication board at the educator's residence and in the Coordination Unit play session room, if the child attends group play sessions.
- The individual Anaphylaxis Plan will include the following:
 - Information about the diagnosis, including the type of allergy or allergies the child has (based on a diagnosis from registered medical practitioner)
 - Strategies to minimise the risk of exposure to allergens while the child is under the care of an educator, for settings indoors, outdoors and during excursions.
- The educator will be responsible for implementing the strategies:
 - Information on where the child's medication will be stored

- The child's emergency contact details
- An Emergency Procedure Plan (ASCIA Action Plan), provided by the parent, that:
 - Sets out the emergency procedures to be taken in the event of an allergic reaction and
 - Where applicable, signed by a registered medical practitioner and includes an up to date photograph of the child

COMMUNICATION PLAN:

- Educators will advise the Coordination Unit if a child in their care is diagnosed at risk of anaphylaxis
- Coordination Unit staff will document this information in the child's file
- Coordination Unit staff will support educators who have a child in their care at risk of anaphylaxis by:
 - Briefing the educator on the anaphylaxis policy and,
 - Causes, symptoms and treatment of anaphylaxis,
 - How to use an auto-adrenaline injection device (ie, Epi-pen®)
 - First aid emergency response procedures

STAFF/EDUCATOR TRAINING AND EMERGENCY RESPONSE:

- All staff working with children and supporting educators who have children in their care who are at risk of anaphylaxis must have up to date training in anaphylaxis management at least every three (3) years.
- All educators must have up to date training in anaphylaxis management at least every three (3) years.
- The services *Incident, Injury, Trauma and Illness Policy 14* and the child's Emergency Procedures Plan (ASCIA Action Plan) will be followed in responding to an anaphylactic reaction.

Parent/Guardians will:

- Provide Emergency Procedures Plan (ASCIA Action Plan)
- Inform the educator if their child's medical condition changes, and if relevant provide:
 - An updated Emergency Procedures Plan (ASCIA Action Plan), which should be provided to the service prior to the child commencing in care or as soon as the initial diagnosis.
 - Provide an up to date photo for the Emergency Procedure Plan (ASCIA Action Plan) when the plan is renewed
 - Provide an in-date Epi-pen® or Anapen®
 - Inform staff, either upon enrolment or on initial diagnosis that their child is at risk of anaphylaxis
 - Notify the educator (copy to Coordination Unit) in writing, of any changes to the Emergency Procedures Plan (ASCIA Action Plan).
 - Ensure the Emergency Procedures Plan (ASCIA Action Plan) is reviewed by registered medical practitioner annually or sooner if required and provide an updated/reviewed Emergency Procedures Plan (ASCIA Action Plan) to the Coordination Unit and educator.

APPENDICES:

Anaphylaxis Action Plan (template)

Our Village Family Childcare . Risk Minimisation Plan and Communication Plan

DEFINITIONS:

Anaphylaxis: is a severe, rapidly progressive reaction that is life threatening. The most common allergens in pre-school and school-aged children are peanuts, eggs, tree nuts (e.g. cashews), cow's milk, fish and shell fish, wheat, soy, sesame, latex, insect stings (e.g. bees or bull ants) and medication.

REFERENCES:

Education and Care Services National Regulations, 2011

<https://www.allergyfacts.org.au/>


www.allergy.org.au

' Health Professionals ' Anaphylaxis Resources

RELATED DOCUMENTS:

- Excursions Policy - 16
- Dealing with Medical Conditions Policy - 45
- Medication - 25
- Health and Safety . Nutrition, Food and Beverages, Dietary Requirements and Food Handling Procedure - 20
- (SCH) Duty of Care Policy

This box to be completed after final draft has been approved.

Issue Date:	November 2016	Previous Review(s):	Mar '09, Nov '11, Jul '15
Issue Number:	Four (4)	Next Review:	November 2019
Owner:	Manager, Family Day Care	<p>Signed in accordance with Deed of Delegation: 29/11/2016</p>  <p>X _____ Marcus Bosch General Manager, Child, Youth & Family Services Signed by: Marcus Bosch</p>	