

Emergency Response Procedures

Plan Contents	<p>Generally, the School promotes allergy awareness. Refer to our Allergy Awareness Policy. In the event that a student suffers an anaphylactic reaction the student will be managed in accordance with the School's *Critical Incident* (Emergency Situations) Response Policy which sets out how to respond to an incident. Student health incidents which do not require treatment for anaphylaxis are managed through our First Aid Policy.</p> <p>The procedures set out in the Emergency Response Policy and a student's ASCIA Action Plan for Anaphylaxis will be followed when responding to an anaphylactic reaction.</p>
Key Definitions	<p>Refer to Anaphylactic Shock Management.</p>
List of Students with Allergy Related Condition	<p>St Francis maintains a complete and up to date list of students identifying as having a medical condition that relates to allergy and the potential for anaphylactic reaction. It is the responsibility of Administration Officer to keep this list up to date. The list is kept at Administration Building / Sick Bay.</p>
Location of Individual Anaphylaxis Plans and Individual ASCIA Action Plans	<p>Refer to Individual Anaphylaxis Management Plans for locations of where the Individual Anaphylaxis Management Plans and Individual ASCIA Action Plans are kept at the School.</p>
Storage & Location of Adrenaline Auto-injectors	<p>Refer to Adrenaline Autoinjectors – Purchase, Storage and Use for storage and location details of Adrenaline Autoinjectors at the School.</p>
Communication Plan	<p>Refer to the Communication Plan for information on how to communicate an emergency to the School community.</p>
Planning for an Emergency	<p>The School regularly undertakes drills to test the effectiveness of our emergency response procedures, including in responding to an anaphylactic incident. Staff should refer to the Anaphylaxis Guidelines for Victorian Schools to plan for an anaphylactic reaction, including information on:</p> <ul style="list-style-type: none">• self-administration of an Adrenaline Autoinjector;• responding to an incident;• procedures to follow in the school and out of school environments;• how to administer an EpiPen;• steps to follow if an Adrenaline Autoinjector is administered;• first-time reactions; and• post-incident support.
Review Procedures	<p>After an anaphylactic reaction has taken place that has involved a student in the School's care and supervision, the School's critical incident review will also include the following procedures:</p> <ul style="list-style-type: none">• the Adrenaline Autoinjector must be replaced as soon as possible, by either the parent/carer or the School if the Adrenaline Autoinjector for general use has been used;• the Matt Knight should ensure that there is an interim Individual Anaphylaxis Management Plan should another anaphylactic reaction occur prior to the replacement Adrenaline Autoinjector being provided;• the student's Individual Anaphylaxis Management Plan should be reviewed in consultation with the student's parent/carer; and• this policy should be reviewed to ascertain whether there are any issues which require clarification or modification.