



St Francis Xavier Primary School

Emergency response to Anaphylactic reaction



A First Aid Plan for Anaphylaxis poster is available on the [ASCIA website](#) and on display in our First Aid room.

In all situations

1. If safe to do so, lay the person flat, do not allow patient to stand or walk.
2. If breathing is difficult allow patient to sit
 - Be calm, reassuring
 - Do not leave them alone.
 - Seek assistance from another staff member or reliable student to locate the autoinjector or a general use autoinjector, and the student's Individual Anaphylaxis Management Plan
 - If the student appears to be experiencing a first time reaction, continue with steps 2 – 6.
3. Administer prescribed adrenaline autoinjector – note the time given and retain used EpiPen to give ambulance paramedics.
4. Phone ambulance 000 (112 – mobile).
5. If there is no improvement or severe symptoms progress, further adrenaline doses may be given every five minutes (if another autoinjector is available).
6. Phone family/emergency contact.

If in doubt, give an autoinjector

If the student has not been previously diagnosed with an allergy or at risk of anaphylaxis but appears to be having a severe allergic reaction, follow Steps 2–6 above.

SCHOOL MANAGEMENT AND EMERGENCY RESPONSE

The school's first aid procedures and the student's ASCIA Action Plan will be followed in responding to an anaphylactic reaction.

One of the student's Adrenaline Autoinjectors is kept in the **First Aid Room's unlocked cupboard** and the other in the **labelled top drawer of their classroom teacher's filing cabinet**.

They are in individual cases, labelled with the student's name, photograph, medical condition and the Adrenaline Autoinjector's expiry date.

Whilst on yard duty, teachers carry a First Aid bag containing in it a **Pink 'Bring Epipen to ### playground' card & photos and information of students with anaphylaxis**. These cards will be sent to the school office in the event of an emergency.

The following procedure is to occur:

PERSON ONE - Stays with the child at all times. Reassure the student experiencing the reaction as they are likely to be feeling anxious and frightened as a result of the reaction and the side-effects of the adrenaline. Watch the student closely in case of a worsening condition.

PERSON TWO - Locates the closest Adrenaline Autoinjector for the child and takes it to the person administering, then informs the Principal or Person in Charge who will also go to the child.

PERSON THREE - Rings school bell. All teachers to pick up their class and head back to the classroom. If a classroom teacher is Person One or Two the associate teacher brings in their class.

PERSON ONE or - PRINCIPAL/ PERSON IN CHARGE	Administers Adrenaline Autoinjector with the assistance of another trained person
PERSON TWO -	Contacts an ambulance on 000 (112) and explains the situation. Stay on the Phone, do not hang up.
PERSON THREE -	Contact parent/guardian/carer
PERSON FOUR -	Meets ambulance at Mayona Rd Gate. Ensure that gate is open for Ambulance access. The used Adrenaline Autoinjector and time of administration must be handed to the ambulance paramedics.
PERSON ONE or - PRINCIPAL/ PERSON IN CHARGE	Administers a second Adrenaline Autoinjector after 5 minutes if there is no change or improvement.
PERSON ONE -	Complete First Aid Report
PRINCIPAL -	Organises debriefing with teachers.
Whilst in the classroom: <i>The following procedure is to occur:</i>	
PERSON ONE (LSO)	Stays with the child. Reassure the student experiencing the reaction as they are likely to be feeling anxious and frightened as a result of the reaction. Watch the student closely in case of a worsening condition.
PERSON TWO (Classroom Teacher)	Asks all other students to walk into the neighbouring classroom, whilst locating the Adrenaline Autoinjector for the child and takes it to the child.
PERSON ONE (LSO)	Informs the Principal or Person in Charge who will also go to the child with the child's 2 nd Adrenaline Autoinjector & the School's spare.
PERSON TWO	Administers Adrenaline Autoinjector with the assistance of another trained person
PERSON THREE SFX OFFICE MANAGER or DEPUTY	Goes to child, Contacting an ambulance on 000 (112) and explains the situation. Stay on the Phone, do not hang up.
PERSON FOUR SFX OFFICE MANAGER or BURSAR	Contact Parents.
PERSON ONE (LSO)	Meets ambulance at Mayona Rd Gate. The used Adrenaline Autoinjector and time of administration must be handed to the ambulance paramedics.
PERSON TWO or - PRINCIPAL/ PERSON IN CHARGE	Administers a second Adrenaline Autoinjector after 5 minutes if there no change or improvement.
PERSON TWO -	Complete First Aid Report
PRINCIPAL -	Organises debriefing with teachers.

DISPLAN DRILL

To ensure that procedures work, a drill may need to take place. Parents will be notified if their child will be part of this DISPLAN drill.

Approval authority	Director, Learning and Regional Services
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Next review	March 2025

