



## Policy 2.32

# Anaphylaxis, Allergy, and Asthma care Policy

Two Wells Community Children's Centre is committed to ensuring that children in our care are provided with the best possible care.

Every reasonable step will be taken to ensure that children with Asthma, an allergy or anaphylaxis reaction, are not exposed to such allergens while in the centre.

Two Wells Community Children's Centre will take the following action to reduce this risk.

### ***1. Obtain medical information***

This information will be required from the parent on enrolment. The parent will need to provide the ASCIA action plan for allergic reaction/anaphylaxis and asthma Care plan, which has been completed by a registered doctor or medical practitioner and it will include the following information.

- Clear identification of the child – photo must be present
- Documentation about the allergic triggers
- Documentation of the first aid response including the medication required
- Identification and contact details of the doctor/medical practitioner who signed the document.
- Every child with an allergy will have an allergy/anaphylaxis management plan Or Asthma Care plan, which is done in conjunction with the staff of Two wells Community Children's centre and the enrolling child's family.
- Parents will be responsible for providing the action plan and medication and ensuring that the medication provided is not out of date. Staff will check expiry dates every 3 months.
- Staff will ensure that the plan is reviewed regularly, and always at the time of transition. Eg – from room to room.
- Caregivers will be reminded on an annual basis of this policy to ensure ongoing compliance.
- On enrolment all parents, which have discussed and identified that their child has an allergy or anaphylaxis reaction, will be given a copy of this policy to ensure they are provided will all the necessary information, on how the centre will address the issues, and reduce the chances of their child being exposed to the allergen.
- Parents and caregivers will be asked to have any plans updated yearly by a registered doctor or medical practitioner.
- It is a parent/carer responsibility to ensure medication is within date. Parents must check the child's medication kept at the centre to be aware of the expiry date and to replace when necessary. If a staff member notices the expiry date is coming up they will inform the parents.
- TWCCC staff will all be made aware that under no circumstances to administer out of date medication. If no medication is available staff will call 000 for an ambulance.

**For any child showing signs of an asthma attack, who has not been diagnosed with asthma. An ambulance MUST be called to ensure the child is receiving the correct medical care. Followed by starting the emergency Asthma Care management plan**



(please note the ambulance cost is the responsibility of the family)

## ***2. Education of educators***

Recognition of the risk and understanding the steps that can be taken to minimise anaphylaxis by all those responsible for the care of children in the centre, are the basis of prevention.

## ***3. Practical strategies to avoid exposure to know triggers***

Avoidance of specific triggers is the basis of anaphylaxis prevention. Appropriate avoidance measures are critically focused on education of children, staff and parents.

TWCCC is a nut aware/allergy aware centre. There is a sign on the door to remind caregivers each day, with a notice that indicates if we currently have any children in the centre with an anaphylaxis reaction.

For children with allergies to other products, when this allergen is identified, it will be removed where possible from the centres environment. E.g. – egg carton removed if egg allergy.

When the allergen is environmental, e.g. bee stings – educators will have a “Bum Bag” that will contain the children’s action plan and the Epi-pen/Ana-pen.

Children with an anaphylaxis reaction will not be excluded from any activities that are undertaken within the centres environment, unless directed by the parent, or unless it is going to have a detrimental effect on the child’s health.

## ***4. Age appropriate education of children with severe allergies.***

Two Wells Community children’s Centre recognises the importance of parents, as having the responsibility of teaching children about allergies, the centre recognises that it has a responsibility to ensure a safe environment of all children in care.

## ***5. Food Policy measures***

Two Wells Community Children’s Centre will ensure that the following measures take place

- There will be no trading or sharing of food, food utensils or food containers
- Children with severe allergies will only eat food prepared under strict conditions within the kitchen environment, by a cook or staff member with a very clear understanding of the steps that need to be undertaken to ensure the safety of the child.
- Items for the children’s use e.g. – bottles, cups etc, will be clearly labelled.
- Food preparation personnel will be instructed about the measures to prevent cross contamination during the handling, preparation and serving of food.

Refer to the Food Safety Policy and Healthy Eating and Nutrition Policy for more information on general safety measures undertaken within the centres environment.

## ***6. Storage of medication***

**Asthma medication** will be clearly labelled and placed into the medication bag in the store room/kindy cupboard. If used, spacers are to be cleaned after each use.



## ***Exceptions to consent***

Two Wells Community Children's Centre is committed to ensuring all children in the centre are cared for in a manner that is safe to all users. TWCCC acknowledges that it must gain consent from the parent/guardian before it is permitted to give medication. TWCCC acknowledges that consent does not need to be obtained from the parent/guardian, if it is deemed to be an emergency. In this case the parent/guardian will be informed as soon as possible that emergency medication has been administered to their child. TWCCC will ensure that the medication record is completed for the parent to fill out and sign as soon as possible after the administration of medication has taken place.

### ***Policy information sourced from***

1. ASCIA Guidelines for Prevention of food anaphylactic reactions in schools, Preschools and Child care.
2. Education and Care Services National Regulation 2012
3. Allergy and anaphylaxis aware – checklist for education and children's services.
4. Managing Anaphylaxis in child care settings
5. Australasian society of clinical immunology and allergy – [www.allergy.org.au](http://www.allergy.org.au)

This policy is done in accordance with Education and Care Services National Regulations. The regulations relating to this policy include:

- Regulation 90 – Medical condition Policy
- Regulation 91 – Medical conditions policy to be provided to parents
- Regulation 94 – Authorisation requirements – Anaphylaxis or Asthma emergency
- Regulation 136 – First Aid Qualification
- 173 – Prescribed information to be displayed

**In accordance with regulation the first aid code ending in 004 – First Aid for Centres incorporates Asthma and Anaphylaxis training.**

**Governing Council Member's Signature:**

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**Director's Signature:**

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*Two Wells Community Children's Centre's Common Seal*

**Date Reviewed:** March 2018

**Next Review Due:** March 2020

TWCCC Director and Governing Council

# Asthma care plan for education and care services

**CONFIDENTIAL:** Staff are trained in asthma first aid (see overleaf) and can provide routine asthma medication as authorised in this care plan by the treating doctor. Please advise staff in writing of any changes to this plan.

To be completed by the treating doctor and parent/guardian, for supervising staff and emergency medical personnel.

PLEASE PRINT CLEARLY

Student's name

Date of birth

Photo of student (optional)

Plan date  
\_\_\_\_/\_\_\_\_/201\_\_\_\_

Review date  
\_\_\_\_/\_\_\_\_/201\_\_\_\_

## Managing an asthma attack

Staff are trained in asthma first aid (see overleaf). Please write down anything different this student might need if they have an asthma attack:

## Daily asthma management

This student's usual asthma signs

- ☐ Cough
- ☐ Wheeze
- ☐ Difficulty breathing
- ☐ Other (please describe)

Frequency and severity

- ☐ Daily/most days
- ☐ Frequently (more than 5 x per year)
- ☐ Occasionally (less than 5 x per year)
- ☐ Other (please describe)

Known triggers for this student's asthma (eg exercise\*, colds/flu, smoke) — please detail:

Does this student usually tell an adult if s/he is having trouble breathing?

☐ Yes☐ No

Does this student need help to take asthma medication?

☐ Yes☐ No

Does this student use a mask with a spacer?

☐ Yes☐ No

\*Does this student need a blue reliever puffer medication before exercise?

☐ Yes☐ No

## Medication plan

If this student needs asthma medication, please detail below and make sure the medication and spacer/mask are supplied to staff.

Name of medication and colour	Dose/number of puffs	Time required

Doctor

Name of doctor

Address

Phone

Signature

Date

Parent/Guardian

I have read, understood and agreed with this care plan and any attachments listed. I approve the release of this information to staff and emergency medical personnel. I will notify the staff in writing if there are any changes to these instructions. I understand staff will seek emergency medical help as needed and that I am responsible for payment of any emergency medical costs.

Signature

Date

Name

Emergency contact information

Contact name

Phone

Mobile

Email

# Asthma First Aid

## 1 Sit the person upright

- Be calm and reassuring
- Do not leave them alone



## 2 Give 4 separate puffs of blue/grey reliever puffer

- Shake puffer
- Put 1 puff into spacer
- Take 4 breaths from spacer

Repeat until 4 puffs have been taken

Remember: Shake, 1 puff, 4 breaths

OR give 2 separate doses of a Bricanyl inhaler (age 6 & over) or a Symbicort inhaler (over 12)



## 3 Wait 4 minutes

- If there is no improvement, give 4 more separate puffs of blue/grey reliever as above

OR give 1 more dose of Bricanyl or Symbicort inhaler



## 4 If there is still no improvement call emergency assistance - Dial Triple Zero (000)

- Say 'ambulance' and that someone is having an asthma attack
- Keep giving 4 separate puffs every 4 minutes until emergency assistance arrives

OR give 1 dose of a Bricanyl or Symbicort every 4 minutes - up to 3 more doses of Symbicort



### Call emergency assistance immediately - Dial Triple Zero (000)

- If the person is not breathing
- If the person's asthma suddenly becomes worse or is not improving
- If the person is having an asthma attack and a reliever is not available
- If you are not sure if it's asthma
- If the person is known to have Anaphylaxis - follow their Anaphylaxis Action Plan, then give Asthma First Aid

**Blue/grey reliever medication is unlikely to harm, even if the person does not have asthma**



Contact your local Asthma Foundation

**1800 ASTHMA Helpline** (1800 278 462) [asthmaaustralia.org.au](http://asthmaaustralia.org.au)

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