



Anaphylaxis Policy 2022-2023

What is anaphylaxis?

Anaphylaxis is a severe allergic reaction to any allergen, including foods (nuts, shellfish, dairy products) or non-foods (wasp and bee stings, certain medicines, even exercise). The symptoms of anaphylaxis can be identified by effects on the respiratory system, cardiovascular system, gastrointestinal system, skin, nervous system, genitourinary system. In the event of an attack it is important to administer an adrenalin pen as soon as possible and then call 999 for an ambulance.

How will I know when and how to administer an adrenalin pen?

All staff are trained annually by the school nurse about anaphylaxis and the administration of adrenalin pens. All staff have also received emergency paediatric first aid training in which covers the administration of an adrenalin pen.

How will I know which children might need an adrenalin pen?

At the beginning of the autumn term a photograph and details of children affected will have medical alert cards created, these will be put on notice boards in the staff room, the medical room and will be given to the kitchen manager. However, it is important to recognise that in a large school like Paganel Primary School it is very difficult for all members of staff to know all children, and that a leading responsibility for monitoring for anaphylaxis falls to those adults that have most frequent contact with individual children- this would usually be the class teacher.

Where are adrenalin pens stored?

After receiving advice from the school nurse it has been agreed that each child should have **two** adrenalin pens in school, which will be stored within a clearly labelled drawstring bag that they must have with them at all times (with the exception of nursery children who only need one stored in the nursery). Each adrenalin pen is stored in a high visibility bag that also contains the name of the child, her/his photograph, and a signed copy of the administering medicines form. Adrenalin pens should be checked regularly for expiry dates termly and out-dated ones should be sent home or parents/carers to dispose of. These checks will be completed by the class teacher however the school's medical lead will also check these. Teachers should ask for replacements prior to the expiry date, using the form attached in **appendix 1**. We also have two emergency adrenalin pens within school. One is kept within the KS2 medical room and the other is within the KS1 medical room. All staff are advised of this in case of an emergency.

How do we manage adrenalin pens in school?

- A form (**See appendix 1**) requesting the school to administer the necessary adrenalin pen in an emergency needs to be signed by the parents/carers annually.
- Pupils who need adrenalin pens will have a medical care plan which will be written by the school nurse and signed by parents/carers.

- Adrenalin pens will be brought into school through the school office where the usual procedures will be followed. (Please see Supporting Children with Medical Needs policy) Adrenalin pens must be in their original containers with the pharmacist's full labelling of the child's full name, name of the drug. The adrenalin pens need to be labelled with the child's name and class.
- The Adrenalin pens will be securely kept in the child's classroom in high visibility draw string bag. Teachers taking children out of the classroom for school trips or PE lessons are responsible for ensuring that they have the appropriate bags with them, are responsible for looking after the bags while they are not in the classroom and should return them to the classroom at the end of the session or when the child returns to the classroom.
- Immediate access to adrenalin pens is essential. For this reason, no child who has an adrenalin pen will be allowed to be in school or go on school trips if the medication is not available. If a child is found to be in school without the correct medication parents/ carers will be asked to bring it to school. If this is not possible, they will be asked to collect the child and only return when the child has the medication.
- As adrenalin pens are designed to be used in emergencies only, medical help should always be sought immediately, parents/carers must be informed, and an ambulance must be called.
- Staff who have trained in anaphylaxis treatment will take the lead in administering the adrenalin pen and another member of staff should support them in this.
- Staff will record when the adrenalin pen was administered as well as the time and date.

The family are responsible for replacing new medication after use or upon expiry.

In the event of a problem occurring and with any anaphylaxis incident, the Head Teacher or another member of the Senior Leadership Team, in the absence of the Head Teacher, will be informed immediately.



Authorisation for the administering of medication.

I, (parent's name) the Parent / Carer of the child named below, give permission for Paganel Primary School to act on my behalf to administer medicine to my child as detailed below.

Child's name

Class

Name of medicine.....

Reason for medicine (if appropriate).....

How much to give (i.e. dose).....

When to be given.....

Any other instructions.....

Telephone Number of parent or other adult contact

.....

Parent or carer's signature.....

Date

