



Anaphylaxis Management Policy

Child Safety Statement

Frank Dando Sports Academy (FDSA) takes a zero-tolerance approach to child abuse and is fully committed to ensuring that its strategies, policies, procedures, and practices comply with all Child Safety Standards as specified in Ministerial Order No. 1359 (2022).

Anaphylaxis Management Policy

PURPOSE

The purpose of this policy is to explain to parents/carers, staff, volunteers, and students the processes and procedures in place at Frank Dando Sports Academy to support students diagnosed as being at risk of anaphylaxis.

This policy also ensures that FDSA complies with:

- Ministerial Order 706
- Ministerial Order 1359 (2022)
- The Department of Education and Training Guidelines for Anaphylaxis Management.

SCOPE

This policy applies to:

- all staff, including casual relief staff and volunteers
- all students diagnosed as being at risk of anaphylaxis
- all students who may require emergency treatment for an anaphylactic reaction
- parents and carers of affected students.

POLICY

FDSA Statement

Frank Dando Sports Academy is committed to providing a safe and supportive environment for all students at risk of anaphylaxis. The school will fully comply with Ministerial Order 706, Ministerial Order 1359 (2022), and all associated Department guidelines relating to anaphylaxis management in schools.

What is Anaphylaxis?

Anaphylaxis is a severe, potentially life-threatening allergic reaction that can occur rapidly after exposure to an allergen.

Common allergens for school-aged children include:

- peanuts and tree nuts
- eggs
- cow's milk
- fish and shellfish
- wheat
- soy
- sesame
- latex
- insect stings
- medications.

Symptoms of Allergic Reactions

Mild to Moderate Allergic Reactions

Signs and symptoms may include:

- swelling of the lips, face, or eyes
- hives or welts
- tingling sensation in the mouth.

Severe Allergic Reaction (Anaphylaxis)

Signs and symptoms may include:

- difficult or noisy breathing
- swelling of the tongue
- difficulty talking or hoarse voice
- wheezing or persistent coughing
- persistent dizziness or collapse
- pale or floppy appearance
- abdominal pain and/or vomiting.

Symptoms usually occur within 10 minutes to 2 hours after exposure to an allergen, but may occur within minutes.

Treatment of Anaphylaxis

The first aid treatment for anaphylaxis is the administration of adrenaline via an adrenaline auto-injector (e.g. EpiPen®) into the outer mid-thigh.

Students diagnosed as being at risk of anaphylaxis must have access to a prescribed adrenaline auto-injector at all times while under the care or supervision of FDSA staff.

Individual Anaphylaxis Management Plans

Any student enrolled at Frank Dando Sports Academy who has been diagnosed by a medical practitioner as being at risk of anaphylaxis must have:

1. An Individual Anaphylaxis Management Plan
2. An up-to-date ASCIA Action Plan for Anaphylaxis.

The Principal or delegate will ensure that:

- the plan is developed in consultation with parents/carers and relevant medical professionals
- the plan is implemented as soon as practicable following enrolment or diagnosis
- where possible, the plan is in place before the student attends their first day at school.

Parent and Carer Responsibilities

Parents/carers of students at risk of anaphylaxis must:

- provide the school with a current ASCIA Action Plan for Anaphylaxis completed by a medical practitioner
- immediately notify the school in writing of any changes to the student's medical condition
- provide updated medical documentation whenever changes occur
- provide an up-to-date photograph of the student for the ASCIA Plan
- provide the school with a current adrenaline auto-injector that has not expired
- participate in annual reviews of the student's Individual Anaphylaxis Management Plan.

Contents of the Individual Anaphylaxis Management Plan

Each plan must include:

- details of the student's diagnosed allergy/allergies
- signs and symptoms of an allergic reaction or anaphylaxis
- strategies to minimise exposure to allergens during:
 - classroom activities
 - recess and lunchtime
 - camps and excursions
 - sporting activities

- outdoor education programs
- special school events
- names of staff responsible for implementing risk minimisation strategies
- details regarding the storage location of medication
- emergency contact details
- a current ASCIA Action Plan for Anaphylaxis.

Risk Minimisation Strategies

Frank Dando Sports Academy will implement practical risk minimisation strategies to reduce exposure to allergens across all school environments, including:

- classrooms
- gymnasium and training facilities
- camps and outdoor education activities
- transport arrangements
- excursions
- school events and community activities.

Staff supervising camps, excursions, fitness activities, combat sports training, and outdoor education programs will ensure all relevant student medical information and emergency medication accompany students at all times.

Staff Training and Briefings

The Principal will ensure that:

- all relevant staff complete approved anaphylaxis management training in accordance with legislative requirements
- staff participate in an anaphylaxis briefing at least twice annually
- the first annual briefing occurs at the commencement of each school year
- training records are maintained by the school.

Briefings will include:

- this policy
- emergency response procedures
- use of adrenaline auto-injectors
- identification of students at risk
- prevention and risk minimisation strategies.

Emergency Response

In the event of an anaphylactic reaction:

1. Staff must immediately administer the student's adrenaline auto-injector.
2. Call emergency services (000).
3. Contact the student's parent/carer.
4. Continue monitoring the student until medical assistance arrives.
5. Follow the student's ASCIA Action Plan for Anaphylaxis.

Communication Plan

FDSA will maintain an Anaphylaxis Communication Plan to ensure:

- relevant staff are informed of students at risk
- casual relief staff and volunteers are briefed appropriately
- parents/carers are aware of relevant school procedures
- emergency response procedures are clearly communicated.

Related Policies and Procedures

This policy should be read in conjunction with:

- Child Safety and Wellbeing Policy
- Duty of Care Policy

- First Aid Policy
- Camps and Excursions Policy
- Medication Administration Procedures
- Anaphylaxis Procedures (Staff Handbook)
- Anaphylaxis Communication Plan
- Annual Risk Management Checklist for Anaphylaxis.

Further Information and Resources

- Department of Education Policy Advisory Library (PAL):
[Anaphylaxis Management in Schools](#)
- [Allergy & Anaphylaxis Australia](#)
- [ASCIA Guidelines – Schooling and Childcare](#)
- [Royal Children’s Hospital Allergy and Immunology](#)

Review and Evaluation

The Principal or delegate will complete the Annual Risk Management Checklist for Anaphylaxis Management to support the ongoing evaluation and improvement of this policy and related procedures.

This policy will be reviewed annually or earlier if:

- legislative requirements change
- Department guidelines are updated
- an anaphylaxis incident occurs
- school operational requirements change.

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Approved By: School Board – Frank Dando Sports Academy

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