



Essendon Keilor

Gymnastics Academy

194-196 Roberts Rd Airport West 3042 | 03 9336 4077 | gymnastics@ekga.com.au

EKGA Anaphylaxis Management Policy

Policy statement

Values

At EKGA we believe that the safety and wellbeing of children who are at risk of anaphylaxis is a whole-of-community responsibility. We are committed to:

- providing, as far as practicable, a safe and healthy environment in which children at risk of anaphylaxis can participate equally in all aspects of EKGA's activities, including holiday program and experiences.
- raising awareness about allergies and anaphylaxis amongst the EKGA community and children in attendance.
- actively involving the parents/guardians of each child at risk of anaphylaxis in assessing risks, developing risk minimisation strategies and management strategies for their child.
- ensuring each staff member and other relevant adults have adequate knowledge of allergies, anaphylaxis and emergency procedures.
- facilitating communication to ensure the safety and wellbeing of children at risk of anaphylaxis.

Purpose

The aim of this policy is to:

- minimise the risk of an anaphylactic reaction occurring while the child is in the care of EKGA.
- ensure that staff members respond appropriately to an anaphylactic reaction by initiating appropriate treatment, including competently administering an EpiPen®.
- raise the service community's awareness of anaphylaxis and its management through education and policy implementation.

Scope

This policy applies to children attending a program at EKGA, their parents/guardians, staff, as well as to other relevant members of the service community, such as volunteers and visiting specialists.

Policy

- At all times a staff member will be on site with the proper training and use of an Epi-Pen. Staff update this knowledge every 36 months, and they update their CPR qualification every 12 months.
- All staff must be aware of procedures to be followed in the event of an anaphylactic attack.
- A copy of the child's Anaphylaxis Management Plan must be provided by the family (with a recent photo of the participant). Staff should familiarize themselves with these plans and follow them carefully and diligently. A copy of the plan will be scanned into the class management software "Iclass" so it can be accessed by all staff working with the child.
- Staff must be fully aware of those children who have life-threatening allergies attending the program. This information is noted in the class management software "Iclass" and will appear whenever a staff member takes a class roll or makes a child present for an event.
- Any child who is anaphylactic must have a dedicated Epi-Pen for emergency use provided by the parent. This is to be stored in the medication box, every visit.



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- If the child arrives without the appropriate life saving medication they will be denied access to the program and only be allowed to participate when they have the appropriate medication with them. If the parent leaves the service to return home and retrieve the medication, the child must go with them, as they are not permitted to be in our care until they have the medication on their person.
- EKGA does not provide meals or snacks for children (other than at special event events such as Fun nights where a meal is included, or Holiday Program cooking activities). If a cooking activity is scheduled staff will perform a “risk assessment” to determine if it is safe to run and to formulate strategies as to how to keep any children with allergies safe. Any foods containing nuts or nut products are not purchased by the EKGA for special events, cooking or craft activities.
- Staff should wash their hands thoroughly after eating and prior to assisting children with life threatening allergies.
- Children are requested NOT to bring any food containing peanuts to the EKGA. Any child that does bring a food to the service that contains nuts will be required to eat in a separate area to minimize the risk of contaminating other children.



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Anaphylaxis Procedure

MILD TO MODERATE ALLERGIC REACTION

- Swelling of lips, face, eyes
- Hives or welts
- Abdominal pain, vomiting

ACTION

- Stay with child and call for help
- Locate child's action plan
- Give medications (if prescribed, refer to child's action plan)
- Locate EpiPen
- Contact parent/carer
- Watch for signs of Anaphylaxis

ANAPHYLAXIS (SEVERE ALLERGIC REACTION)

- Difficulty/noisy breathing
- Swelling of tongue
- Swelling/tightness in throat
- Difficulty talking and/or hoarse throat
- Wheeze or persistent cough
- Loss of consciousness and/or collapse
- Pale and floppy (young children)

ACTION

1. Give EpiPen
2. Call ambulance. Telephone 000
3. Contact parent/carer

REMEMBER IF IN DOUBT, GIVE EPIPEN