

# Anaphylaxis Management Checklist

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<input type="checkbox"/>	Proactively seek information about severe allergies from parents/carers.
<input type="checkbox"/>	If a student has been diagnosed as being at risk of anaphylaxis, meet with parents/carers to obtain information about student's allergies and prevention strategies.
<input type="checkbox"/>	Conduct risk assessment.
<input type="checkbox"/>	Develop individual anaphylaxis management plan.
<input type="checkbox"/>	Parents to provide copies of ASCIA Action Plan with up to date photo.
<input type="checkbox"/>	Parents to provide the student's EpiPen® or other medication.
<input type="checkbox"/>	Develop communication plan for staff, students and parents/ carers to raise awareness about severe allergies and the school's policies.
<input type="checkbox"/>	Implement preventative strategies in management plan.
<input type="checkbox"/>	Arrange staff training.
<input type="checkbox"/>	Make sure EpiPen® is correctly stored, that staff know where it is and can access it quickly (under 5 minutes).
<input type="checkbox"/>	Regularly check EpiPen® to make sure it is not cloudy or out of date.
<input type="checkbox"/>	Ensure EpiPens® and Action Plans are taken whenever the student participates in off-site activities (e.g. camps, excursions, field trips, sport days).
<input type="checkbox"/>	Regularly review school management strategies and practise scenarios for responding to an emergency.
<input type="checkbox"/>	Review student's anaphylaxis management plan annually or if the student's situation changes.