

Bug-A-Lugs School Aged Care

Risk minimisation plan and communication plan for children at risk of Anaphylaxis

The following procedures should be developed in consultation with the parent or guardian and implemented to help protect the child diagnosed at risk of anaphylaxis from accidental exposure to food allergens:

Childs Name DOB ___/___/___

In relation to the child at risk: <i>(Complete with Parent/s)</i>	Yes	No	N/A	Person Responsible	Risk Management strategies
• Can your child only eat food that has been specifically prepared for him/her?					
• Will you be/do you need to provide other drinks and lunch boxes, including any treats, clearly labelled with your child's name?					
• Do we have your current contact details?					
• Has your child's enrolment form been updated in the last 12 months to ensure correct details and current emergency contacts?					
• Is your child able to sit at the same table when others consume food or drinks that potentially containing allergens?					
• Will you provide a safe "treat box" for your child?					
• Has your child's management plan been reviewed and signed off by a medical practitioner in the last 12 months or when there have been changes?					
• Do we need to increase supervision of your child on special occasions such as excursions, workshops or family days?					

In relation to Educator(s) practices at Bug-A-Lugs	YES	NO	N/A	Person Responsible	Risk Management Strategies
• The adrenaline auto-injection device is stored in an insulated container (autoinjection device kit), in a location easily accessible to adults (not locked away), but inaccessible to children and away from direct sources of heat					
• There is no trading or sharing of food, food utensils and containers with the anaphylactic child					
• Families are notified of any cooking experiences and their written consent is obtained					
• Children wash their hands before and after eating and, if the requirement is					

included in a particular child's anaphylaxis medical management action plan, on arrival at the program					
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• Tables, work surfaces and bench tops are kept free of allergens					
• All children are closely supervised at meal and snack times and consume food in specified areas. To minimise risk children should not 'wander around' the program with food in their hands or eating					
• All parents/guardians are asked not to send food containing specified allergens (eg. peanuts, traces of nuts) or ingredients to the program					

COMMUNICATION PLAN: (Bug-A-Lugs staff to complete with BOTH Parent and Program Educator(s))

- Staff are responsible for managing and maintaining regular updates about the anaphylaxis, sourcing this information for program Educators. This includes reviewing all policy related documents annually.
- The parent/guardian is responsible for informing the program Educator(s) of any changes to the child's risk minimisation plan and anaphylaxis medical management plan. These changes must be signed off by the treating doctor and a copy provided to the program.
- The program Educator(s) will inform all other families and the service community that a child at risk of anaphylaxis is enrolled in the program and will endeavour to minimise the items identified in the anaphylaxis management plan and the risk minimisation plan, wherever possible.

Additional Comments from Parents

I have read the programs Anaphylaxis and Dealing with Medical Conditions policy and agree to the terms of the risk management plan.

This plan was developed/reviewed in consultation with the parent/guardian on ___/___/_____,

___/___/_____, ___/___/_____ and ___/___/_____.

Signature of Parent/Guardian.....

Printed name.....

Signature of Bug-A-Lugs staff member.....

Printed name.....

*Method of communication with Family: **Meeting/Phone/Email**