



GIRL GUIDES VICTORIA
ANAPHYLAXIS POLICY

GO 11

Policy number	GO 11
Subject	Anaphylaxis
Definitions	<p>Anaphylaxis is a potentially life threatening, severe allergic reaction and should always be treated as a medical emergency. Anaphylaxis occurs after exposure to an allergen (usually to foods, insects or medicines), to which a person is allergic. Not all people with allergies are at risk of anaphylaxis.</p> <p>Symptoms of anaphylaxis are potentially life threatening and could include but are not limited to any one of the following:</p> <ul style="list-style-type: none"> • Difficult/noisy breathing • Swelling of tongue • Swelling/tightness in throat • Difficulty talking and/or hoarse voice • Wheeze or persistent cough • Persistent dizziness and/or collapse • Pale and floppy (in young children). <p>Allergies are very common. There are many different causes of allergy and symptoms vary from mild to potentially life threatening. Allergies may be treated with oral medication.</p>
Policy	<p>This policy applies to all youth members and their families, and adult members of Girl Guides Victoria.</p> <p>It is the responsibility of youth members and their families to notify GGV on membership and event forms of any current medical conditions she has, including the risk of anaphylaxis. Adult members are strongly encouraged to inform the leader in charge of the risk of their anaphylaxis. Adults are required to notify the senior leader at any event, of any relevant medical condition which may affect an adult member's ability to discharge their duty of care to youth members.</p> <p>GGV will keep medical records of all members in accordance with the Privacy Policy and make them available to leaders and other adults when they have responsibility of caring for the Guide. Leaders will take all reasonable steps to ensure that the environment is safe and free from potential harms for Guides at risk of anaphylaxis and allergies.</p> <p>GGV will ensure that at least one first aider at camps is aware of how to treat anaphylaxis.</p>



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Principles	GGV is committed to protecting the health and safety of all members and in particular it recognises its responsibility to care for the health of all youth members including those with existing medical conditions.
Procedures under this policy	<p>These Guidelines outline the necessary actions for safety of children with diagnosed anaphylaxis.</p> <p>Responsibility of parents / carers Parents/carers must declare on the Application Form that a girl has been diagnosed by a Medical Practitioner as being at risk of anaphylaxis.</p> <p>A copy of the Guide’s ASCIA (Australasian Society of Clinical Immunology and Allergy) Anaphylaxis and Allergy Management Plan must be supplied at the time GGV is notified of the Guide’s condition to her unit leader who will forward a copy to GGV. Further, when the Guide participates in any activity outside her unit the parents/carers are responsible for providing a copy the most current version of the ASCIA Plan to the responsible adult when the child is delivered to the event.</p> <p>This Plan will set out: An ASCIA (Australasian Society of Clinical Immunology and Allergy) Action Plan which is completed by the Guide’s parents and signed by the Guide’s doctor. This plan describes the Guide’s allergies, symptoms, and the emergency response to administer the Guide’s Adrenaline Auto-injector (ie.Epipen) (or other prescribed medication) should the Guide display symptoms of an anaphylactic reaction.</p> <p>The plan should be reviewed:</p> <ul style="list-style-type: none"> • Annually as per ASCIA Guidelines. • If the medical condition related to allergy and potential for anaphylactic reaction changes • As soon as possible after the Guide has had an anaphylactic episode • When the Guide is to participate in an offsite activity such as camp and visits to non-guiding venues. <p>Parents must ensure that the Guide always has her Adrenaline Auto-injector (eg Epipen) and any other relevant allergy medication with her at all times while participating in Girl Guide activities. This includes checking that it is in date. Adult members of Girl Guide Victoria are responsible for carrying their own adrenaline auto-injector and relevant medication for anaphylaxis and allergies.</p>

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	<p>If any member arrives at an event with a management plan but without their medication, GGV can refuse permission for that person to participate in the event.</p> <p>Responsibility of GGV leaders and staff</p> <p>All adults members who have regular contact with the Guide with anaphylaxis must read her ASCIA Action Plan and ensure they are familiar with its requirements. Minimising exposure to known allergens should be addressed in the Risk Management Plan. The Unit Leader or leader in charge of the event must ensure that all adult members have access to the ASCIA Plan.</p> <p>It is strongly recommended that at least one regular Unit Leader in the Guide's Unit undertakes anaphylaxis training.</p> <p>At least one member of staff at any camp should be confident in how to use an adrenalin auto-injector. This is included in the Apply First Aid Course training.</p> <p>GGV is not responsible for supplying a spare adrenaline auto-injector pen but it is recommended that for a camp, a second adrenaline auto-injector pen is supplied by the parents. One adrenaline auto-injector must be held by the Guide while the second would be held by the First Aider or Leader in Charge. If only one adrenaline autoinjector is supplied by the family, this must be carried by the Guide herself to ensure it is available when needed.</p> <p>If an adrenaline auto-injector is used, an ambulance must be called as soon as possible. An individual Guide's adrenaline auto-injector must not be used for another person under any circumstances. However, if a second dose is required by another patient, then the qualified health care professional (nurse/doctor/paramedic) on site or the person on the 000 phone call would make the decision to use someone else's adrenaline auto-injector. This would ensure that GGV's duty of care is maintained.</p>
<p>Related policies</p>	<p>GO-3 Administration of Medication GG-3 Administration of Medication to Youth Members</p>



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Version Information

Version Number	Content Updated	Person Responsible	Date Updated
1.2	Procedures updated New policy formatting Version control section added	P&P	March 2020
1.1	Updated		August 2016
1.0	GGA Original		June 2006