



# SCHOOL ALLERGY EMERGENCY RESPONSE PLAN

## STEP 1

### RECOGNISING SYMPTOMS

#### Mild to Moderate Allergic Reaction

- Itchy rash or hives
- Swelling of lips, face, or eyes
- Tingling mouth
- Stomach pain, nausea, or vomiting
- Sneezing or runny nose

#### Severe Allergic Reaction (Anaphylaxis)

- Difficulty breathing or wheezing
- Persistent cough
- Hoarse voice or difficulty speaking
- Swelling of tongue or throat
- Dizziness or collapse
- Pale or floppy appearance
- Loss of consciousness

**ALL SUSPECTED ANAPHYLAXIS SHOULD BE TREATED AS A MEDICAL EMERGENCY.**

## STEP 3

### CALL EMERGENCY SERVICES

Immediately call 999 and clearly state:  
“This is an anaphylaxis emergency.”

Provide:

- School name and address
- Child’s name and age
- Symptoms observed
- Time adrenaline was administered
- Whether a second dose has been given

## STEP 5

### HANDOVER TO PARAMEDICS

Provide paramedics with:

- The used adrenaline auto-injector(s)
- Time(s) medication administered
- Child’s allergy care plan
- Details of symptoms and response

## STEP 2

### GIVE ADRENALINE IMMEDIATELY IF NEEDED

- Administer the child’s prescribed adrenaline auto-injector (AAI) immediately if anaphylaxis is suspected.
- Do not delay treatment while waiting for confirmation.
- If in doubt, give adrenaline.
- The medication should come to the child – the child should never be sent to collect medication themselves.

### ADRENALINE AUTO-INJECTOR PROCEDURE

1. Remove safety cap.
2. Place against outer mid-thigh.
3. Administer according to manufacturer instructions.
4. Note the time given.

Examples of AAIs include:

- EpiPen
- Jext
- Emerade

## STEP 4

### INFORM PARENTS OR CARERS

- Contact parents/carers immediately after emergency services have been called.
- Provide clear information about:
  - Symptoms observed
  - Medication administered
  - Hospital destination if known

## STEP 6

### DOCUMENTATION

Record all details and information within first aid reporting procedures

**FUSING EDUCATION WITH THE ARTS**  
**DREAM, BELIEVE, ACHIEVE**