



St. Edmund's Catholic Primary School
'Together we learn and grow through worship and celebration'

AAI Policy (Adrenaline Auto-Injector)

Committee responsible for policy	Catholic Life and Community
Approved by Committee/ FGB	January 2023
Statutory/Non-statutory	NON STATUTORY
Frequency of Review	Free to determine 4 YEARS or earlier if
Date of last review	New Policy
Date of next review	January 2027
Purpose of policy	To ensure the school understands its duty of care to children with severe allergies and states how and when AAIs should be used in case of anaphylaxis.
Consultation	Medical Agencies as appropriate LA guidance Appropriate Government documentation and guidance
Links to other policies	Supporting Pupils with Medical Conditions Equalities, Accessibility SEND,

1 INTRODUCTION

Anaphylaxis is a severe allergic reaction to any allergen, including foods (nuts, shellfish, dairy products) or non-foods (wasp and bee stings, certain medicines, even exercise). The symptoms of anaphylaxis can be identified by effects on the respiratory system, cardiovascular system, gastrointestinal system, skin, nervous system, genitourinary system. Reactions usually begin within minutes of exposure and progress rapidly, but can occur up to 2-3 hours later. In the event of an attack it is important to administer an AAI as soon as possible and then call 999 for an ambulance.

2 POLICY AIMS

The aim of this policy is to describe to parents, governors, and staff the measures taken by the school to protect those children who may need to receive the administration of an Adrenaline auto-injector (AAI) injection.

This policy describes how St Edmund's Catholic Primary School meets the needs of children who have severe allergies which may lead to Anaphylaxis and therefore need to use an AAI. This policy does not describe the way in which the AAIs should be used. There are three types of AAI which are EpiPen, Jext and Emerade. They are all used in different ways and the instructions on each one must be followed precisely.

All support staff and first-aiders receive detailed training from the school nurse annually about how and when to use them.

3 GENERAL

The School has the appropriate insurance cover for the use of emergency AAIs.

Throughout the policy the term 'parent' is deemed to mean those with parental responsibility and includes parent, carer and guardian.

4 TRAINING FOR STAFF

ALL staff will:

- be trained to recognise the signs and symptoms of an allergic reaction
- understand the rapidity with which anaphylaxis can progress to a life-threatening reaction, and that anaphylaxis may occur with or without prior mild (e.g. skin) symptoms
- appreciate the need to administer adrenaline (using an AAI) without delay as soon as anaphylaxis occurs, before the child/adult might reach a state of collapse (after which it may be too late for the adrenaline to be effective)
- be aware of the anaphylaxis policy
- be aware of how to check if a pupil is on the register
- be aware of how to access the AAI
- be aware of which staff members have received training to administer AAIs, and how to access their help

Additionally, all First Aiders, Teachers and Teaching Assistants will:

- have annual training from Health professionals such as the school nurse, in the use of a AAIs to treat a child as soon as anaphylaxis occurs

5 WHERE ARE AAIS STORED?

AAIs are clearly labelled with the child's name and class. They are stored in the Medical room or Early Years building (for Reception and Nursery) and are accessible and available for use at all times. They can be located within 5 minutes from wherever they may be needed whilst the child is at school. AAIs are checked regularly for expiry dates and outdated ones are sent home for parents/carers to dispose of. The Welfare Lead will ask for replacements prior to the expiry date.

6 HOW DO WE MANAGE AAIS IN SCHOOL?

- A form requesting the school to administer the necessary AAIs in an emergency needs to be signed by the parents/carers. Consent forms will be updated annually – to take account of changes to a pupil's condition
- Pupils who need AAIs will be placed on the school's medical register and will have a Medical/Allergy care plan which will be written and signed by the Hospital/Doctor
- AAIs will be brought in to school through the school office where the usual procedures for medication being brought to school will be followed. AAIs must be in their original containers with the pharmacist's full labelling of the child's full name and type of AAI. The AAI needs to be labelled with the child's name and class in a suitable container
- The AAI will be kept in the Medical Room or, for Reception and Nursery children, in the Early Years Building. Teachers taking children out of school on a trip/ visit, are responsible for ensuring that they have the appropriate AAIs with them. They are responsible for looking after them while they are not in the Medical room/EYB and should return them to the Medical room/EYB at the end of the trip/visit
- Immediate access to AAIs is essential. For this reason, no child who has an AAI will be allowed to be in school or go on school trips if the medication is not available. If a child is found to be in school without the correct medication parents/carers will be asked to bring it to school immediately
- As AAIs are designed to be used in emergencies only, medical help should always be sought, an ambulance **must** be called immediately
- Staff who have been trained in anaphylaxis treatment will take the lead in administering the AAI and another member of staff should support them in this
- Staff will record when the AAI was administered (time and date) and in which leg
- When an AAI is used, the Headteacher will be informed immediately, an ambulance will be called using 999 and the child's parents/ carers will be informed as soon as possible
- In the absence of the Headteacher another member of the Senior Leadership Team will be informed
- Parents are asked to take their child's prescribed AAIs home at the end of the school year (July), to ensure that prescribed AAIs remain in date and have not expired.

7 EMERGENCY AAI

From 1 October 2017, the Human Medicines (Amendment) Regulations 2017 has allowed schools to purchase their own supply of AAIs from a pharmaceutical supplier (such as a local pharmacy) without a prescription, if they wish to. St Edmund's Primary School has decided to buy two AAIs (1 x EpiPen & 1 Jext) which will be kept in the Medical room and will be used only in emergencies by children whose parents have given written permission for this to happen. The spare AAI will only be administered by a member of staff who has had specific training in the administration of AAIs.

These 'spare' AAIs can only be used:

- for pupils who are known to be at risk of anaphylaxis, but only if medical authorisation and written parental consent have been provided

- if the pupil's own prescribed AAI(s) are not immediately available (for example, because they are broken, out-of-date, have misfired or been wrongly administered)

Children with food allergies are not always prescribed an AAI, but may still be at risk of anaphylaxis

These children can be given the spare AAI in an emergency, so long as:

- the school has an Allergy Care Plan confirming that the child is at risk of anaphylaxis
- a healthcare professional has authorised use of a spare AAI in an emergency for that child
- the child's parent/guardian has provided consent for a spare AAI to be administered.

All children with a diagnosis of food allergy and at risk of anaphylaxis should have a written Allergy Care Plan

If a pupil is having anaphylaxis but does not have the required medical authorisation and parent/carer consent for a spare AAI to be used, the school will immediately call 999 and seek advice: If the spare AAIs are available, they will be mentioned to the call handler/emergency medical dispatcher, as they can authorise its use if appropriate.

Instructions about how to use the spare AAI are displayed in the medical room at all times.

We keep a register of pupils to whom the spare AAI(s) can be administered.

This register is kept with the Emergency Anaphylaxis kit.

The register and spare AAIs are checked regularly by the Welfare Lead to ensure that the register is up to date and that the AAIs are in date. They are responsible for ensuring that replacement AAIs are obtained when expiry dates approach.

The spare AAI is kept in the medical room, is easily accessible at all times but is kept separately from any AAIs prescribed to pupils; the spare AAIs are clearly labelled as 'spare.'

All AAIs are kept at room temperature (in line with manufacturer's guidelines), away from direct sunlight and extremes of temperature. They are **not** to be stored in a refrigerator.

8 DISPOSAL OF USED AAIS

AAIs are for single-use and cannot be reused. Used AAIs can be given to the ambulance paramedics on arrival, or can be disposed of in a pre-ordered sharps bin for collection by the local council.