

30<sup>th</sup> January 2017

Dear Parents/Carers,

**The Anaphylaxis Procedures for Schools are mandatory requirements for NSW government schools and preschools.**

*Anaphylaxis is a severe and sometimes sudden allergic reaction. It can occur when a susceptible person is exposed to an allergen (such as a food or an insect sting). Reactions usually begin within minutes of exposure and can progress rapidly over a period of up to two hours or more. **Anaphylaxis is potentially life threatening and always requires an emergency response.***

**It is the responsibility of the parent to notify the school that their child has an allergy and is at risk of anaphylaxis.** This notification should occur either at the time of enrolment, or if the student is already enrolled, as soon after diagnosis as possible.

As with other serious health conditions, it is important that schools put in place strategies to manage a student at risk of anaphylaxis at school or while the student is engaged in school related activities

**If your child does have an allergy, even if its not life threatening, you need to inform the school.** This includes students with Asthma. To comply with the DEC 'Anaphylaxis Procedures for Schools', we require you to **complete the 'Students with Allergies' Appendix 1 form** and return it to the school office as soon as possible.

In addition, if your child is at risk of a severe allergic reaction, **please complete 'Authorisation to Contact Doctor' Appendix 3, 'Severe Allergies – Information from the Doctor' Appendix 4 and the 'Individual Health Care Plan' Appendix 6.**

Students with Asthma will need to have an Asthma Action Plan completed by their doctor as well. Please see attached form.

If you require more information or additional forms please follow the links below:

<http://www.schools.nsw.edu.au/student-support/student-health/conditions/anaphylaxis/guidelines/index.php>; <http://asthmafoundation.org.au> or you can visit our website.

We appreciate your attention to this matter.

Kind regards,

Daliya Phipps  
Principal