



## Risk Minimisation Plan and Communication Plan for children at increased risk of medical emergencies (Anaphylaxis/Diabetes/Asthma)

The following procedures have been developed in consultation with the parent/guardian and implemented to help protect the child identified as at high risk for a medical emergency:

Child's Name: \_\_\_\_\_ DOB: \_\_\_\_\_

In relation to the child diagnosed at risk of:	Who is Responsible	Risk Management Strategies
Current Medical Management Plan, identifying known allergens / triggers has been provided.	Parent/guardian	Action Plan provided before attendance
Parents/guardians are aware that the child is unable to attend the program without their prescribed medication.	Parent/guardian	Ensure medication is at the service
Parent/guardian is informed that OSHC provide an auto injection device and the child's device which is kept at school will be used as the back up.	Educators	Inform parents
The prescribed medication expiry date has been checked at enrolment.	Parents	Expiry Date.....
The OSHC's epi pen & ventolin expiry dates have been checked. Medication is checked every term for expiry dates.	Educators	Exp epi pen 1..... Exp epi pen 2..... Exp ventolin.....
In cases where the child has a severe food allergy, all food for this child will be checked and approved by the child's parent/guardian.	Educators	Where different food is offered, educators to seek approval from parent/guardian
During vacation care, when children provide their own food, it may be necessary to separate the child from others who may be consuming food or drink containing or potentially containing the allergen.	Child/Educator	Ensure child is safe from allergens while maintaining a social environment at all times. Hand washing before and after eating. Tables sanitised.
Parents/guardians are aware that every child attending the service with a medical management plan will have a current Action Plan and identifying photo displayed in the OSHC office and that all educators will be aware of this condition.	Parents/guardians/ Educators	The children's safety overrides privacy law, action plan with photo will be displayed
Supervision will be increased for children at risk of a severe allergic reaction at certain times, eg incursions and excursions, cooking activities and sport activities.	Educators	Children to be monitored at a higher level when risk is increased
Ensure tables and bench tops are sanitised before and after eating if consuming food inside.	Educators	Educators to follow standard hygiene practices
Some food, boxes, packaging, cooking, crafts and experiences may be restricted depending on the allergens/triggers of the children attending the service at the time.	Educators	Where necessary and practical, allergens and triggers will be removed from the service

Food must be consumed in designated areas and children will be closely supervised at meal and snack times.	Educators/Children	Keep food to designated areas
The service will not provide high risk foods such as peanut butter to children, nor will they be kept on the premises.	Educators	High risk foods will not be purchased.

**Communication Plan**

- The OSHC Coordinator, in consultation with the school first aid officer, is responsible for managing and maintaining regular updates about anaphylaxis, asthma and diabetes.
- The OSHC Coordinator and committee are responsible for ensuring that a current Medical Management Policy is available to parents at all times.
- The coordinator is responsible for ensuring that Educators are informed of children at risk and steps to be taken in the event of an emergency.
- The parent/guardian is responsible for informing the OSHC coordinator of any changes to the Medical Management Plan.

**Individual Risk Minimisation:**

**Individual Communication Plan:**

This Plan was developed/reviewed in consultation with the parent/guardian on \_\_\_\_\_

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Name of OSHC Educator: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_