

Newsletter

October 2007

Asbestos Inspection Program

At this year's Synod, a diocese wide asbestos inspection program to be run **over the next 5 years** was approved. The program will be **centrally managed** by the Property Trust.

To complement the program, **Module 3** of the Parish Risk Management Program, '**Building Environment 2**' will be primarily an informational document about asbestos. The module will also include '**Work Practice Guides**' that deal with the many aspects of the safe removal and treatment of asbestos containing materials.

Module 3 and **more specific details** about the inspection program will be **released soon**.

In the meantime, if you have any questions about the program, please contact Scott Lincoln on 9265-1633 or Michael Newman on 9265-1680.

Anaphylaxis

Anaphylaxis is an extremely **severe form of allergic reaction** that is potentially **life threatening**. Anaphylactic shock is most commonly triggered by allergic reactions to certain types of food (e.g., **peanuts**), medication and insect venom.

People diagnosed with severe allergies **MUST** carry emergency medication (e.g., an **EpiPen®**) as well as a personalised **Anaphylaxis Action Plan**, signed by their doctor.

Importantly, **caregivers must be trained** in the **identification and treatment** of anaphylaxis.

Parishes are strongly encouraged to ensure action plans are put in place for **members and visitors** who identify as **suffering from severe allergic reactions**.

This may include, for example, clear signage and communication, training (particularly Sunday school teachers) and **purchasing EpiPen®** auto adrenaline injectors, as necessary.

More complete and specific information will be released in a **future module** of the Parish Risk Management Program.

We recommend visiting the **Anaphylaxis Australia web site** – www.allergyfacts.org.au for detailed facts and assistance about dealing appropriately with anaphylaxis.

In particular, '**NSW Health – Anaphylaxis Guidelines for Schools**' is a good reference document of which the principles could be adopted in a parish context. Click [HERE](#) to access the guidelines.

Christmas and carol services

There will be many visitors on our parish sites during the Christmas period. Therefore, it is **vitaly important** that you have in place and have **practiced** your **emergency evacuation procedures** for this time of year and that any 'slips and trips' hazards have been addressed.

REMEMBER - where Sunday school or holiday programs are held in a hall at the same time as the main church meeting, in an evacuation, parents **MUST NOT go and collect their children** from the hall - this will create major congestion and confusion. Everyone must **directly go to the predetermined evacuation assembly point**.

TIP – **detail your evacuation procedures** on your order of service/notice sheet or display them on your audio visual system at the beginning of the service.

How are you going with Module 2?

We hope that you have been able to begin **implementing policies and treatment plans** for risks addressed in this module.

Feedback on your progress and general comments on the module itself are most welcome.

Risk Management Annual Returns

Just over 75% of parishes have completed the **Module 1 Annual Return** and more importantly have **taken action** to address risks identified. Many thanks to the parishes who have completed the return.

For those who haven't completed the return yet - please **get them in as soon as possible**.

As was reported in the last newsletter ([April 2007](#)), there are many annual returns where a **“No” answer has been given**. Please ensure that a **treatment plan is put in place** to address the risk area as soon as practicable and that we are advised when it is completed, in order for us to update our records.

Over time we will be contacting parishes to **follow up the treatment plans** identified or risk areas not yet assessed. The next Annual Return will also cover **Module 2**.

Please note that **our Insurers** take an **active part in assisting parishes manage risk**, and on a regular basis undertake risk surveys throughout the Diocese.

One last thing...

If your **parish risk management contact** has changed please call or email us on:

Ph: 02 9265-1512 or 02 9265-1680

Em: riskmanagement@sydney.anglican.asn.au

Please circulate and discuss this Newsletter at your next Parish Council meeting before filing it away in your Risk Management binder.



Produced by SDS Parish Services

ANGLICAN CHURCH DIOCESE OF SYDNEY