

LIFE-THREATENING ALLERGIES

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1.0 PRINCIPLES

- 1.1 Halifax Regional School Board will maximize the safety of students who may be subject to life-threatening allergic reactions, including anaphylaxis.
- 1.2 Plans shall be put in place to minimize the risk of anaphylactic reactions among students by information and awareness, avoidance and emergency response.
- 1.3 Anaphylaxis management is a shared responsibility that includes students with life-threatening allergies, their parent(s)/guardian(s), caregivers, and the entire school community.

2.0 POLICY FRAMEWORK

- 2.1 The Halifax Regional School Board is committed to ensuring this policy is in accordance with the following acts and policies:
 - 2.1.1 *Nova Scotia Education Act*
 - 2.1.2 *C.006 Special Education Policy*
 - 2.1.3 *C.009 Administration of Medication Policy*
 - 2.1.4 *B.014 School Trips Policy*
 - 2.1.5 *C.011 Severe Medical Conditions Policy*
 - 2.1.6 *Student Records Policy*

3.0 AUTHORIZATION

- 3.1 The superintendent is authorized to develop and implement procedures in support of this policy.

LIFE-THREATENING ALLERGIES

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1.0 PRINCIPALS' RESPONSIBILITIES

1.1 The principal shall:

1.1.1 Ensure that schools are allergen-aware;

1.1.1.1 Post signage that the school is allergen-aware.

1.1.2 Ensure that parent(s)/guardian(s) of students with life-threatening allergies are provided with the Anaphylaxis Emergency Plan at registration and annually;

1.1.3 Ensure that parent(s)/guardian(s) of a child with a life-threatening allergy have completed the Anaphylaxis Emergency Plan;

1.1.4 Ensure parent(s)/guardian(s) of children with life-threatening allergies complete Form A, Administration of Prescribed Medication to Students, *C.009 Administration of Medication Policy*;

1.1.5 Review policy and procedures and identify students with life-threatening allergies as part of opening day procedures with all staff;

1.1.5.1 Establish a plan for informing substitute teachers, student teachers, and school volunteers of students with life-threatening allergies and their Anaphylaxis Emergency

Plans.

- 1.1.6 Ensure that all staff members who require training in preparation for working with students with life-threatening allergies and for administering an Epinephrine auto-injector, have such training provided;
- 1.1.7 Establish, and review with parent(s)/guardian(s), safe procedures for work experience, field trips, extracurricular activities and special events;
- 1.1.8 Post names and pictures of students with Anaphylaxis Emergency Plans in the office and staff room;
- 1.1.9 Have copies of Anaphylaxis Emergency Plans in a file, readily available in the office and staff room;
- 1.1.10 Maintain up-to-date emergency contact information;
- 1.1.11 Store additional Epinephrine auto-injectors in safe, unlocked and accessible locations;
 - 1.1.11.1 Inform staff of the location of Epinephrine auto-injectors and review emergency routines.
 - 1.1.11.2 Ensure used Epinephrine auto-injectors are disposed of in a puncture-resistant container (sharps container).
- 1.1.12 Ensure safe lunchroom/cafeteria eating procedures, including adherence to cleaning guidelines for the removal of substances which may be considered life-threatening allergens;
- 1.1.13 Take into consideration students with life-threatening allergies when purchasing supplies and materials;
- 1.1.14 In the event of a student transfer, ensure all relevant information pertaining to the student's allergy is sent to the new school;
- 1.1.15 Take precautions to reduce student's risk of exposure to insect venom;
 - 1.1.15.1 Arrange for prompt removal of insect nests, ensuring grounds cleanliness, and close supervision of students when they are outside during bee/wasp season.

- 1.1.15.2 Ensure exit doors remain closed during bee/wasp season.
- 1.1.16 When made aware that a student with a life-threatening allergy does not have their Epinephrine auto-injector with them at school, contact parent(s)/guardian(s);
 - 1.1.16.1 Notify parent(s)/guardian(s) of their responsibility to transport the Epinephrine auto-injector to school immediately.
- 1.1.17 Include a copy of the Anaphylaxis Emergency Plan in the student's cumulative file.

2.0 SCHOOL STAFF RESPONSIBILITIES

- 2.1 School staff shall:
 - 2.1.1 Discuss life-threatening allergies with the class, in age-appropriate terms;
 - 2.1.2 Discourage students from sharing or trading lunches or snacks;
 - 2.1.3 Ensure steps be in place to protect the children with life-threatening allergies during class celebrations and/or school events;
 - 2.1.3.1.1 Notify parents of food-allergic children when food is involved in class activities.
 - 2.1.4 Reinforce hand-washing with soap and water before and after eating;
 - 2.1.5 Ensure that Epinephrine auto-injectors are on the student when on school trips;
 - 2.1.6 Contact the principal if they become aware of a student with a life-threatening allergy who does not have their Epinephrine auto-injector;
 - 2.1.7 Complete an entry in Form C, Administration of Prescribed Medication, *C.009 Administration of Medication Policy* in the event that an Epinephrine auto-injector was administered.
 - 2.1.8 Take into consideration students with life-threatening allergies when using supplies and materials;

3.0 PARENT(S)/GUARDIAN(S)' RESPONSIBILITIES

- 3.1 Parent(s)/guardian(s) of a child with a life-threatening allergy shall:
 - 3.1.1 Inform the school of their child's allergy and complete the Anaphylaxis Emergency Plan provided by the school annually;
 - 3.1.2 Provide a photo of their child for the purpose of posting and placing it on the emergency plan;
 - 3.1.3 Notify the school immediately if any changes occur to the plan such as contact information, change in allergies or change in Epinephrine dose;
 - 3.1.4 Be encouraged to provide a MedicAlert® bracelet or other means of medical identification for their child;
 - 3.1.5 Provide the child with an up-to-date Epinephrine auto-injector(s);
 - 3.1.6 Ensure their child carries an Epinephrine auto-injector on them when they are attending school;
 - 3.1.6.1 In the event that their child does not have their Epinephrine auto-injector with them at school, parent(s)/guardian(s) will be asked to transport the Epinephrine auto-injector to school immediately.
 - 3.1.7 Provide school with up-to-date contact information;
 - 3.1.8 Provide support to school and teachers as requested;
 - 3.1.9 Provide safe foods for the student on special occasions;
 - 3.1.10 Educate their child as to safe procedures including:
 - 3.1.10.1 Strategies for avoiding exposure to allergens.
 - 3.1.10.2 Symptoms of an allergic reaction.
 - 3.1.10.3 How and when to tell an adult when there is an allergy related occurrence.

3.1.11 Complete Form A, Administration of Prescribed Medication to

Students, *C.009 Administration of Medication Policy* annually and update as needed.

4.0 STUDENTS' RESPONSIBILITIES

- 4.1 Students with a life-threatening allergy shall:
 - 4.1.1 Carry an Epinephrine auto-injector device at all times while in school, participating in a school event, or on school trips;
 - 4.1.2 Take responsibility for avoiding relevant allergens, as age appropriate and according to ability;
 - 4.1.3 Be encouraged to wear a MedicAlert® bracelet, or other means of medical identification;
 - 4.1.4 Wash hands with soap and water before and after eating;
 - 4.1.5 Promptly inform an adult, as soon as exposure to an allergen occurs or symptoms of an allergic reaction appear;
 - 4.1.6 Know how to use the Epinephrine auto-injector when age-appropriate (typically 7 years and up).

5.0 ALLERGIC REACTION RESPONSE

- 5.1 The following steps in order are to occur in the event of an allergic reaction:
 - 5.1.1 Give Epinephrine auto-injector immediately;
 - 5.1.1.1 If the child wishes to self administer the Epinephrine auto-injector, the school staff will support this action and assist if necessary.
 - 5.1.2 Lay the child on his/her side;
 - 5.1.3 Call 9-1-1 and tell them someone is having a life-threatening allergic reaction;
 - 5.1.3.1 If a second person is available, stay with the student and delegate them to call 9-1-1.
 - 5.1.4 Give a second Epinephrine auto-injector when available if the reaction

continues or worsens in 5-15 minutes from the first dose of Epinephrine;

5.1.5 Ensure the student is transported to hospital immediately by ambulance for evaluation and observation;

5.1.6 Call the student's emergency contacts indicated on the Anaphylaxis Emergency Plan.

6.0 POLICY REVIEW

6.1 This policy will be reviewed every three years.

APPENDIX A

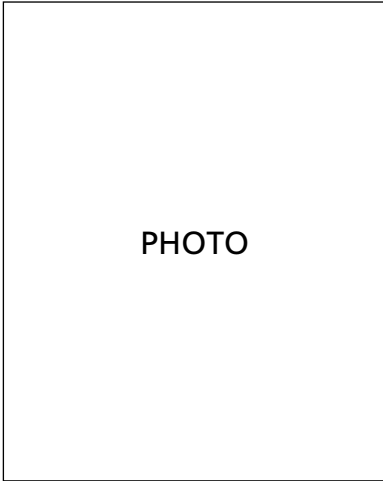
LIFE-THREATENING ALLERGIES

DEFINITIONS

- Allergen:** Any substance that can cause an allergic reaction.
- Anaphylaxis:** A severe allergic reaction to a substance. The reaction may cause swelling, skin redness, itchiness, difficulty breathing, restlessness, abdominal cramps, vomiting, diarrhea, a rapid heart rate, loss of consciousness, and/or death.
- Epinephrine:** A hormone that mimics the actions of the sympathetic nervous system in response to stress (“fight or flight” response). Epinephrine stimulates heart rate and contractility (squeezing ability of the heart), as well as opens the airways. It is the drug of choice to use in the treatment of anaphylaxis.
- Epinephrine auto-injector:** A device used to administer a specific, pre-measured dose of epinephrine intramuscularly (into a muscle).

Anaphylaxis Emergency Plan: _____ (name)

This person has a potentially life-threatening allergy (anaphylaxis) to:



(Check the appropriate boxes.)

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Peanut | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Tree nuts | <input type="checkbox"/> Insect stings |
| <input type="checkbox"/> Egg | <input type="checkbox"/> Latex |
| <input type="checkbox"/> Milk | <input type="checkbox"/> Medication: _____ |

Food: The key to preventing an anaphylactic emergency is absolute avoidance of the allergen. People with food allergies should not share food or eat unmarked / bulk foods or products with a "may contain" warning.

Epinephrine Auto-Injector: Expiry Date: _____ / _____

- Dosage:**
- | | |
|---|--|
| <input type="checkbox"/> EpiPen® Jr 0.15 mg | <input type="checkbox"/> EpiPen® 0.30 mg |
| <input type="checkbox"/> Twinject® 0.15 mg | <input type="checkbox"/> Twinject® 0.30 mg |

Location of Auto-Injector(s): _____

- Previous anaphylactic reaction:** Person is at greater risk.
 Asthmatic: Person is at greater risk. If person is having a reaction and has difficulty breathing, give epinephrine auto-injector before asthma medication.

A person having an anaphylactic reaction might have ANY of these signs and symptoms:

- **Skin system:** hives, swelling, itching, warmth, redness, rash
- **Respiratory system (breathing):** coughing, wheezing, shortness of breath, chest pain/tightness, throat tightness, hoarse voice, nasal congestion or hay fever-like symptoms (runny, itchy nose and watery eyes, sneezing), trouble swallowing
- **Gastrointestinal system (stomach):** nausea, pain/cramps, vomiting, diarrhea
- **Cardiovascular system (heart):** pale/blue colour, weak pulse, passing out, dizzy/lightheaded, shock
- **Other:** anxiety, feeling of "impending doom", headache, uterine cramps, metallic taste

Early recognition of symptoms and immediate treatment could save a person's life.

Act quickly. The first signs of a reaction can be mild, but symptoms can get worse very quickly.

1. **Give epinephrine auto-injector** (e.g. EpiPen® or Twinject®) at the first sign of a known or suspected anaphylactic reaction. (See attached instruction sheet.)
2. **Call 9-1-1** or local emergency medical services. Tell them someone is having a life-threatening allergic reaction.
3. **Give a second dose of epinephrine** in 5 to 15 minutes **IF** the reaction continues or worsens.
4. **Go to the nearest hospital immediately (ideally by ambulance)**, even if symptoms are mild or have stopped. The reaction could worsen or come back, even after proper treatment. Stay in the hospital for an appropriate period of observation as decided by the emergency department physician (generally about 4 hours).
5. **Call emergency contact person (e.g. parent, guardian).**

Emergency Contact Information

Name	Relationship	Home Phone	Work Phone	Cell Phone

The undersigned patient, parent, or guardian authorizes any adult to administer epinephrine to the above-named person in the event of an anaphylactic reaction, as described above. This protocol has been recommended by the patient's physician.

 Patient/Parent/Guardian Signature Date Physician Signature On file Date



Anaphylaxis Canada

