

ALLERGIC REACTIONS (ANAPHYLAXIS AWARENESS) POLICY

Revision B

1. Purpose

Immanuel Christian School recognizes that some students are at risk to experience severe allergic reactions to common allergens. While we cannot guarantee an allergen-free environment, we shall make every reasonable effort to reduce the risk of exposure to anaphylactic causative agents in the school, ensure that school personnel are aware of students at risk to experience a severe allergic reaction and outline the procedures necessary to intervene effectively in the event of an anaphylactic emergency.

In accordance with ‘Sabrina’s Law: An Act to Protect Anaphylactic Pupils – 2005’, it is the policy of Immanuel Christian School to have an Allergy-Anaphylaxis Management Plan, as defined below, and each student identified as being at risk to experience a severe allergic reaction will have an Individual Emergency Anaphylaxis Action Plan.

2. Scope

This policy applies to Immanuel Christian School.

3. Definitions

Anaphylaxis: a severe, life-threatening allergic reaction that affects multiple body systems resulting in breathing difficulty and a drop in blood pressure. Although peanuts are the most frequent allergen causing anaphylaxis in school aged children, other allergens, including eggs, milk, shellfish, soy, tree nuts, wheat, and bee stings can cause an anaphylactic reaction.

4. Accountability

The Principal must facilitate the policy and verify that the individuals identified with responsibilities are aware of their role and obligations as outlined in the procedure.

5. Procedure

5.1 Role of Parent/Guardian:

The parent/guardian of a child who is at risk to have an anaphylactic reaction has the responsibility to:

- Inform the school principal/designate of the nature of their child’s allergic reaction and complete the General Student Questionnaire Form.
- Provide the school principal/designate with information about any changes to the child’s allergic reaction and/or medication.
- Provide the school principal/designate with their physician’s written instructions concerning the administration of emergency medication and ensure that these instructions are on or with the child’s epinephrine auto-injector;
- Complete the Anaphylaxis Emergency Plan Form thus authorizing the administration of emergency medication to their child;

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- Provide the school with a minimum of one (1) or as recommended by physician up-to-date packages of emergency medication for their child;
- Assist with the development and annual review of the Individual Anaphylaxis Emergency Plan for their child;
- Provide current photograph of their child to be included in the Individual Emergency Anaphylaxis Plan;
- Provide their child with safe foods for special school events;
- Teach their child to:
 1. understand the nature of her/his allergy
 2. eat only foods brought from home, until s/he is capable of checking label and monitoring her/his intake
 3. check labels and monitor intake
 4. understand the importance of hand washing
 5. recognize the first symptoms of an anaphylactic reaction
 6. communicate clearly and directly when s/he feels a reaction starting
 7. carry her/his own epinephrine auto-injector and understand its purpose
 8. use the epinephrine auto-injector, if capable of self-administration
 9. Know where additional medication is stored in the school and who can access it.

5.2 Role of the School

The school has the responsibility to:

- Develop strategies that reduce the risk of exposure to anaphylactic causative agents in classrooms and common school area (i.e. peanut ban policy)
- Facilitate an awareness program to communicate information on life threatening allergies to parents, students and employees via signage, weekly newsletter and nut-free snack suggestion list.
- Provide regular (annual) educational sessions on dealing with life-threatening allergies for all employees and others who are in direct contact with pupils on a regular basis:
 1. Sessions will normally be dealt with at staff meetings unless there is significant new information.
 2. New staff will receive their initial educational session at the new staff orientation.
- In consultation with the parent/guardian, have an Individual Anaphylaxis Emergency Plan for each student who is at risk of having an anaphylactic reaction.
- Inform Staff members in direct contact with the pupil of the details of the Individual Anaphylaxis Emergency Plan including type of allergy, monitoring and avoidance strategies and appropriate treatment.
- Post the Individual Anaphylaxis Emergency Plan in the Staff Room, the affected student's classroom and the Front Office.

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- Maintain a file for each anaphylactic student in which is stored current treatment information.
- Store the epinephrine auto-injectors in known places that are accessible. The locations are:
 1. the top drawer of the filing cabinet in the Front Office
 2. the top right hand drawer of the teacher classroom desk of the pupil, in high risk situations. (The top left hand drawer if there is no right hand drawer.)
- The storage of the epinephrine auto-injectors and medication expiry dates are verified at the start of the school year.

5.3 Administration of Emergency Medication

If Staff has reason to believe a pupil is experiencing an anaphylactic reaction, the staff member may administer an epinephrine auto-injector or other prescribed medication for the reaction, even if there is no preauthorization to do so.

Sabrina's Law: A Provincial Act to Protect Anaphylactic Pupils – 2005 states that:

If an employee has reason to believe that a pupil is experiencing an anaphylactic reaction, the employee may administer an Epinephrine auto-injector or other medication prescribed to the pupil for the treatment of an anaphylactic reaction even if there is no preauthorization to do so under subsection (1). 2005, c.7, s.3 (3).

No action for damages shall be instituted respecting any act done in good faith or for any neglect or default in good faith in response to an anaphylactic reaction in accordance with this Act, unless the damages are the result of an employee's gross negligence. 2005, c.7, s. 3 (4).

6. Reference Documents

- Allergic Reactions Policy, Hamilton-Wentworth Catholic District School Board.

7. Records/Forms Used

- General Health Questionnaire Form
- Anaphylaxis Emergency Plan Form
- Peanut and Nut Free Snacks List
- Student Health & Allergy Problem List
- Anaphylaxis Educational session Attendance Record

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Appendix A

TEACHER AWARENESS SHEET

a. Anaphylaxis

- i. With the motivation being compassion for students who live with a high risk of Anaphylaxis, Immanuel Christian School operates with a policy of prohibiting peanut products anywhere on the school building or grounds.
- ii. Background information
 1. Anaphylactic shock is a life-threatening allergic reaction characterized by a swelling of body tissues including the throat, difficulty in breathing, and a sudden fall in blood pressure. The ability to breathe can be greatly reduced or even impaired entirely.
 2. This type of reaction is most commonly triggered by nut allergies or bee stings; however other causes have been known to cause anaphylaxis. Any students to whom this type of reaction may be a risk are identified and details noted on the child's Alert Sheet (see #1 below). Immanuel Christian School strives to reduce the risk of allergic reactions by asking all families in the community to refrain from sending nut products to the school.
 3. In situations of anaphylaxis, First Aid consists of a pre-measured dose of epinephrine (adrenaline) administered by means of an Epi-Pen or similar device. No formal First Aid training is required to use an Epi-Pen. (see "Using an Epi-Pen below).
- iii. Please note the following important details:
 1. Alert sheets (including a photograph) for any student who may suffer from allergies that could result in anaphylactic shock are located in three places: the bulletin board in the staff kitchen, inside the door of the student's classroom and the office. A list of students with health concerns including life-threatening allergies is also distributed to staff members as soon as possible after the start of school in September.
 2. All classrooms with students who suffer from such allergies require extra measures of diligence to reduce as much as possible the presence of substances known to trigger anaphylaxis. Students in such classes are notified of the concern, as are parents. Teachers in such classes are expected to practice due diligence by routinely monitoring the classroom environment for the presence of identified substances.

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3. Epi-Pens are provided to the school by the parents of students suffering from potentially life threatening allergies. The Epi-Pen must be stored in the school office.
 4. Students with life threatening allergies commonly carry an Epi-Pen with them. If the child is deemed to be too young, an alternate arrangement is agreed on with the parents.
 5. Teachers supervising identified students off school premises must carry an Epi-Pen. Request the student's Epi-Pen from the office and return it to the office after the trip.
- iv. **Using an Epi-Pen:**
1. Remove it from protective case and pull out safety cap.
 2. Jab black tip into thigh or buttocks and hold in place for several seconds.
 3. If you have not already done so, notify the office immediately. It is probably wise to designate a specific student to act as a "runner" to the office in such a situation. Require the runner to report back after notifying the office.
- v. **NOTE: ALWAYS TRANSPORT THE STUDENT TO HOSPITAL (CALL 911)**
1. Anytime an Epi-Pen is used, the person administering the dose **MUST** notify the principal or designate as soon as is reasonable after the event.
 2. Remember that the safety of students is the responsibility of the school and its staff members.