

Approved by K-12 Board action #09-19, February 22, 2009; Revised #21-37, June 3, 2021

The SDABC K-12 Board of Education recognizes that there are students with diagnosed anaphylaxis and at-risk anaphylaxis. These students require planned care and support on and off school grounds and during school events (e.g. field trips, sporting events).

Whereas some students suffer from life-threatening allergic reactions, the Board expects that school administrators, teachers and support staff be informed and aware of the threat of allergic shock. They need to know measures to reasonably avoid the allergens for affected students and be able to respond to an allergic reaction emergency.

Schools can be expected to create an allergy aware environment. It is unrealistic to expect an allergen free environment. However, schools need to be aware of the needs of students with at-risk anaphylaxis and diagnosed anaphylaxis.

Every employee has a duty to render assistance to a student in an emergency situation to the extent that is reasonable for a person(s) without medical training.

Every person who has access to an individual student Anaphylaxis Emergency Plan has a duty to maintain confidentiality.

PROCEDURES

Record Keeping, Monitoring and Reporting

The school principal has the responsibility for keeping an accurate record for each student at risk of life threatening allergies. The record shall include the student's Anaphylaxis Emergency Plan.

A separate emergency plan must be developed for each anaphylactic child. It is the parent's responsibility to provide the 'Anaphylaxis Emergency Plan' form, signed by the family physician, to the school principal on the first day of school or upon the date of registration. The plan is to be signed by the parent and physician (child should sign when age appropriate).

The 'Anaphylaxis Emergency Plan' form must be updated annually or as required.
The Plan must be communicated to the relevant teachers and support staff.

The Principal shall:

Ensure that identified anaphylactic students have an 'Anaphylaxis Emergency Plan'.

Ensure all forms are up to date and that medication(s) has not expired.

Record information relating to the specific allergy(s) for each identified anaphylactic student to form part of the student's permanent student record.

Keep a record of all anaphylactic incidents.

Parents and/or Guardians shall:

Upon registration, identify children with anaphylaxis to the school principal.

Complete the 'Anaphylaxis Emergency Plan' form.

Identify allergens that trigger reaction.

Describe the treatment protocol signed by a physician.

Provide an adequate and current supply of auto-injectors (or other medications) as per the Emergency Plan.

Update the child's condition whenever there is a significant change related to the child.

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Authorize permission for the posting and sharing of the child's photographs and medical information normally contained in the medical alert form.

Provide a medical alert bracelet to be worn by the student at all times.

(For those with financial need, Medic Alert® may provide financial assistance to obtain their products. See: www.medicalert.ca)

School Staff

The principal must ensure that:

All staff is alerted and the student is identified to the staff.

All staff is alerted to board policy and procedures on managing anaphylaxis.

Completed 'Anaphylaxis Emergency Plan' forms are placed in key locations (i.e. School office, P.E. office, etc.)

Parents are included in the decision to post information.

All staff must know the location of the auto-injectors.

The staff must ensure that:

The auto-injector is brought to classes away from homeroom, if required (ie: music, computer lab, PE).

The auto-injector is brought on all field trips.

The auto-injector is brought along during all emergency procedures and drills.

Sharing Information with Parents and Parent Organizations

Principals shall inform parents of the presence of a student with life threatening allergies in their child's classroom and/or school and the measures being taken to protect the student.

Parents shall be asked to cooperate and avoid including the allergen in school lunches and snacks.

Parents shall be informed of alternative foods to the allergen, food labeling, ingredient lists to be provided when food is being brought from home.

Use in conjunction with:

- [Anaphylaxis & At Risk Anaphylaxis Policy Appendix](#)
- [Anaphylaxis Emergency Plan](#)