POLICY: ANAPHYLAXIS		# 1009
SECTION: 1000 : SAFETY		Page 1 of 4
APPROVAL/REVISION	EFFECTIVE	REVIEW
DATE: June 12, 2023	DATE: June 12, 2023	DATE: June 12, 2028

CROSS REFERENCE: PPM – 161 Supporting Children and Students with Prevalent Medical Prevention and Management of Anaphylactic Shock, Handbook
Oral Medication Policy #1005
Education Act, s. 265: Duties of the Principal
Reg. 298, s. 20 – Duties of Teachers

A: **POLICY**

1. 1.1 In order to ensure the safety of students with life-threatening allergies, and in accordance with *Sabrina's Law, 2005* (Appendix A), the Thunder Bay Catholic District School Board will implement appropriate strategies to reduce the risk of exposure to anaphylactic causative agents for anaphylactic students and will develop individualized plans for anaphylactic students to provide immediate response in the event of an emergency.

1.2 The Board recognizes the seriousness of life threatening anaphylactic reactions. Consistent with Policy #1005 - Administration of Oral Medication, the Board supports the voluntary participation of staff in the administration of epinephrine at school. Notwithstanding the preceding, staff shall provide help or seek assistance for a student in an emergency situation in accordance with the following guidelines and supporting Handbook.

B: **GUIDELINES**

2. Definitions

2.1 Anaphylaxis, as defined by *Sabrina's Law, 2005*, means a severe systemic allergic reaction which can be fatal, resulting in circulatory collapse or shock, and "anaphylactic" has a corresponding meaning.

2.2 Epinephrine refers to the medication that is the treatment of choice for anaphylaxis. It is available in a preloaded syringe more commonly known as the EpiPen®.

2.3 Health Care Provider may include Physician, Nurse Practitioner, Registered Nurse, Pharmacist, Respiratory Therapist, Certified Respiratory Educator, or Certified Asthma Educator.

2.4 Principal - A Principal as defined in the *Education Act*.

2.5 Parent

A Parent in this policy refers to: a) parent(s); or guardian(s) with legal custody of a student; b) a student who is 18 years of age or older; or c) a student who is 16 or 17 years of age and has withdrawn from parental control).

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2.6 Student

A Student in this policy refers to: a) a child under the age of 16; b) a child 16 or 17 years of age and has withdrawn from parental control; or c) a person 18 years or older.

3. **General**

3.1 It is the responsibility of the principal, on an annual basis, to notify parents, guardians, students, and staff of their responsibilities under this policy.

3.2 It is the responsibility of the Principal to ensure that appropriate signage is posted in the school.

3.3 Upon registration of students each school year, the principal shall inform students and parents of their responsibility to provide written notification to the school of the child's anaphylactic condition. Written notification will be provided in the form, Appendix D – "Request and Authorization for Administration of Epinephrine", which must be completed by the child's Health Care Provider and parent.

3.4 It is the responsibility of students and parents to notify the principal of any changes in the child's anaphylactic condition, recommended treatment and medication, by providing a new Request and Authorization for Administration of Epinephrine form. Where a parent has provided a Request and Authorization for Administration of Epinephrine form and there are no changes the following year, the parent shall provide written confirmation that the authorization continues to be valid. The principal shall place the written confirmation with the existing authorization form in the Ontario Student Record (O.S.R.).

3.5 It is the responsibility of parents to ensure that the school has the current treatment plans, emergency contact list and other relevant information for their child on file.

3.6 The principal, together with the student's parent(s), will develop an individualized Plan of Care for the anaphylactic student, in accordance with the supplemental Handbook. Items in the plan will be considered in the context of the student's age and maturity.

3.7 The principal shall notify parents that students are required to carry an EpiPen® on their person. It is an expectation that parents will provide the school with two EpiPens® for their child's use at school in case of an emergency. The student will carry one EpiPen® on their person; the second EpiPen® will be stored in a secure location identified in the student's Plan of Care.

3.8 The principal will request that the parents provide their child with a medic-alert bracelet which identifies specific allergies.

3.9 The principal is responsible for ensuring that all staff and school volunteers are aware of and can clearly identify the students who have an anaphylactic condition. The principal is responsible for ensuring that all staff and school volunteers are aware of the contents of any anaphylactic students' individual Plan of Care.

3.10 A copy of the Plan of Care for each anaphylactic student will be stored in the school office, the student's O.S.R., and in other accessible locations as outlined in the Emergency Action Plan. All staff will be notified of the locations. The classroom / homeroom teacher of an anaphylactic student will also retain a copy of the Emergency Action Plan.

3.11 It is the responsibility of the classroom / homeroom teacher to educate their students regarding anaphylaxis and relevant components of an anaphylactic classmate's Plan of Care in case of an emergency.

3.12 The principal is required to maintain the EpiPen® Administration Log (Appendix E) whenever an anaphylactic student is administered epinephrine at school or a school-related event. The staff person or school volunteer who administered the epinephrine is required to fill out the appropriate form.

3.13 The principal, with the cooperation of Student Transportation Services Thunder Bay, will inform bus drivers of students with anaphylactic conditions and will provide a copy of the relevant components of the anaphylactic students' Plan of Care to bus drivers in case of an emergency. It is the responsibility of the bus companies to provide appropriate training for their employees

3.14 The principal of a student in Grade 6 will pass the Plan of Care to the receiving Grade 7 School in May of the school year. The same will apply to a student in Grade 8 who is entering into Grade 9.

3.15 The principal of a student leaving a school at any time, shall forward the students Plan Of Care to the receiving school.

4. **Training**

4.1 The school principal will coordinate training for all staff. Training will be available to all individuals in the school, for example, coaches, lunchroom supervisors, custodians, secretaries, student support staff, supply teachers and parent/guardian volunteers. Staff training shall occur annually as soon as possible in the school year.

5. Out-of-Class/School Prevention

5.1 The principal will provide a copy of the relevant components of each anaphylactic student's Plan of Care and a completed Transportation Medical Form (Appendix C) to the appropriate bus drivers for excursions.

5.2 The principal, in cooperation with parents, will develop the necessary accommodations for when an anaphylactic student is expected to participate in excursions off school premises. The principal shall ensure that all supervisors are fully aware of the Plan of Care.

5.3 If a student receives emergency epinephrine (EpiPen®) 911 must be called and the student immediately transported to a hospital.

5.4 When planning extended excursions, more than one EpiPen® must be available. Hospital, police, fire or ambulance emergency services must be accessible.

Appendices

- Appendix A: Prevalent Medical Condition Anaphylaxis Plan of Care
- Appendix B: Transportation Medical Form
- Appendix C: Request and Authorization for Administration of Epinephrine
- Appendix D: EpiPen® Administration Record
- Appendix E: Sabrina's Law 2002

Resources

Prevention and Management of Anaphylactic Shock: A Handbook for Students