

ALLERGIES AND ANAPHYLAXIS

Background:

The Division recognizes the dangers and health challenges faced by students and staff with severe reactions to specific allergens. While a completely allergen-free environment is not guaranteed, the Division takes all reasonable steps to ensure a safe learning and working environment for staff and students with life-threatening allergies and scent sensitivities. Creating an allergy- and scent-aware environment is a shared responsibility among the individual, families, students, staff and health-care providers.

Definitions:

Allergies:

may include reactions to foods, animals, plants and scented products.

Allergy- and Scent-Aware Environment:

while EIPS cannot guarantee an allergen- or scent-free environment, schools and departments will take reasonable steps to create a safe environment for students and staff with life-threatening allergies and scent sensitivities.

Anaphylaxis:

a severe systemic allergic reaction, which can be fatal, resulting in circulatory collapse or shock—for example, a reaction to a bee sting or nuts.

Emergency Response Protocol:

a written plan that outlines the actions required to address the specific needs of a staff or student's particular health concerns.

Epinephrine auto-injector (EpiPen):

a medical device for injecting a measured dose or doses of epinephrine (adrenaline) by using auto-injector technology. It is most often used for the treatment of anaphylaxis.

Scented Products:

includes perfumes, personal care products, cleaners, smoke on clothing, air fresheners and essential oil diffusers.

Procedures:

1. Epinephrine Auto-Injectors (EpiPen) in Schools

- 1.1. All schools shall maintain a minimum of one EpiPen for emergency use. Schools are responsible for the cost.
- 1.2. Schools shall complete and present the [Designation of Authorized School/School Authority Epinephrine Auto-Injector Purchaser Form](#) at a local pharmacy to obtain

the EpiPen. The form allows a school employee to purchase an EpiPen on behalf of the school.

- 1.3. Schools are encouraged to work with local pharmacies to determine the appropriate type and number of EpiPens required—children who weigh less than 30 kilograms need an EpiPen Junior.
- 1.4. Schools shall store EpiPens according to the manufacturer’s directions in a safe area, at room temperature and away from sunlight.
- 1.5. All schools shall [register](#) each EpiPen online as soon as it’s purchased—once registered with the manufacturer, the school receives expiry-date reminders and other related information.
- 1.6. Staff are preauthorized to administer or supervise student administration of medication in response to an anaphylactic reaction if the [Anaphylaxis Emergency Plan](#) (Form 316-4) is current or they have reason to believe a student is experiencing an anaphylactic reaction.

2. Emergency Response Protocol

- 2.1. All schools and departments shall follow the emergency protocol outlined in the [Individual Anaphylaxis Emergency Plan](#) (Form 316-4) and [School Asthma, Allergy and Anaphylaxis Plan](#) for students and staff who are diagnosed with a life-threatening or severe allergy.

3. Roles and Responsibilities

- 3.1. EIPS supervisors, principals and directors shall:
 - 3.1.1. Ensure all students who register with the Division are asked to provide information about any life-threatening or severe allergies they have.
 - 3.1.2. Ensure all staff who are hired to the Division are asked to provide information about any life-threatening or severe allergies they have.
 - 3.1.3. Ensure a minimum of one EpiPen is always maintained at the school.
 - 3.1.4. Establish a written [School Asthma, Allergy and Anaphylaxis Plan](#).
 - 3.1.5. Establish a record of allergy information for each student with a life-threatening or severe allergy using the [Individual Anaphylaxis Emergency Plan](#) (Form 316-4).
 - 3.1.6. Obtain permission from the parent/guardian to share medical information with staff, and others, who are in regular contact with a student diagnosed with a life-threatening or severe allergy.
 - 3.1.7. Ensure all members of the school community—including staff, parents/guardians, substitute teachers, student teachers, bus drivers, food service providers and volunteers—have appropriate information about students with life-threatening and severe allergies, and related safety and emergency procedures.
 - 3.1.8. Ensure all classmates are provided with information about severe allergies in a manner that is age-appropriate and includes strategies to reduce teasing and bullying.
 - 3.1.9. Ensure all off-site-activity service providers are notified about any life-threatening or severe allergies students have.

- 3.1.10. Ensure all life-threatening and severe allergic reactions are reported on the [Student Incident and Injury Report](#) (Form 160-4) or in the case of staff, the [Occupational Incident and Injury Report](#) (Form 160-5).
- 3.1.11. Provide ongoing anaphylaxis training to staff.
- 3.2. EIPS employees shall:
 - 3.2.1. Advise their supervisor about any scent sensitivities or severe or life-threatening allergies they have and applicable emergency procedures.
 - 3.2.2. Carry out procedures outlined in both the [School Asthma, Allergy and Anaphylaxis Plan](#) and [Individual Anaphylaxis Emergency Plan](#) (Form 316-4).
 - 3.2.3. Administer, or supervise the administration of, epinephrine to an allergic student in response to an anaphylactic reaction.
 - 3.2.3.1. Ensure the administration of medication follows both the school's [School Asthma, Allergy and Anaphylaxis Plan](#) and student's [Individual Anaphylaxis Emergency Plan](#) (Form 316-4);
 - 3.2.4. Administer, or supervise the administration of an EpiPen, in response to an anaphylactic reaction. EIPS employees are not liable when acting in good faith in response to an anaphylactic reaction.
- 3.3. EIPS parents/guardians of a child with a life-threatening or severe allergy shall:
 - 3.3.1. Advise the Principal and homeroom teacher about all diagnosed life-threatening and severe allergies a child has. Notice shall be given when diagnosed, at the beginning of each school year and when a student changes schools.
 - 3.3.2. Ensure their child has and carries an EpiPen at all times.
 - 3.3.3. Provide the school with:
 - 3.3.3.1. an [Individual Anaphylaxis Emergency Plan](#) (Form 316-4) that includes a photograph of the child, allergy information, emergency protocol, contact information and signed consent to use an EpiPen in response to a suspected allergic reaction;
 - 3.3.3.2. an up-to-date EpiPen; and
 - 3.3.3.3. permission to share appropriate student information with other staff at the school.
 - 3.3.4. Educate the allergic child about avoidance strategies—for example, self-protection.
 - 3.3.5. Follow the [School Asthma, Allergy and Anaphylaxis Plan](#).
 - 3.3.6. Communicate with the school staff about field trip arrangements.
- 3.4. EIPS students with life-threatening or severe allergies shall:
 - 3.4.1. Always carry an age-appropriate EpiPen.
 - 3.4.2. Read food labels and ask questions about ingredients in foods.
 - 3.4.3. Wear medical identification—for example, a MedicAlert bracelet.
 - 3.4.4. Inform their teacher or a staff member if they are having an allergic reaction.

4. Awareness and Training

- 4.1. All individuals who are in regular contact with staff or students at risk of anaphylaxis shall participate in anaphylaxis training. In the school setting, this includes the principal, teachers, office staff, school daycare personnel, school bus operators, custodians, noon supervisors, food-services staff, resource staff and casual employees, including substitute teachers.
- 4.2. Training topics shall include reducing the risk of exposure, recognizing the signs and symptoms of anaphylaxis and how to administer an EpiPen.
- 4.3. Training resources are available by contacting the Division Occupational Health and Safety Specialist.
- 4.4. All Division employees shall familiarize themselves with the [School Asthma, Allergy and Anaphylaxis Plan](#) and the Canadian Society of Allergy and Clinical Immunology [Consensus Statement](#) recommendations to reduce the risk of exposure for people with severe allergies. This includes:
 - 4.4.1. Adult supervision of young children while eating.
 - 4.4.2. Encouraging individuals with food allergies not to trade or share food, food utensils or food containers.
 - 4.4.3. Modifying or restricting the use of food in crafts and cooking classes depending on the allergies of the children.
 - 4.4.4. Ensuring ingredients of food brought in for special events served in school cafeterias or provided by catering companies is clearly identified.
 - 4.4.5. Encouraging a “no eating” rule during daily travel on school buses.

Reference:

Section 11, 33, 197 *Education Act*
Protection of Students with Life-threatening Allergies Act
[Allergy Aware: Anaphylaxis in Schools course](#)
[Canadian Society of Allergy and Clinical Immunology](#)
[EpiPen School Resources](#)
[Food Allergy Canada](#)
[Scent Awareness](#)