



## **LIFE THREATENING ALLERGIES**

### **POLICY**

- 1.0 It is the goal of the Halifax Regional School Board to maximize the safety of each student within the school system who may be subject to life-threatening allergic reactions, including anaphylaxis.
- 2.0 Programs and plans shall be put in place to minimize the risk of anaphylactic reactions among students by information and awareness, avoidance and emergency response.
- 3.0 This policy applies to anyone who influences the environment of the student: employees, caregivers, volunteers, visitors and other students.
- 4.0 This policy will be implemented by each school principal, assisted as needed by the site Health & Safety Committee, under the direction of the Manager, Occupational Health & Safety or designate for the Halifax Regional School Board.

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### **PROCEDURES**

- 1.0 The Principal shall:
  - 1.1 ensure that the registration process enables the parent/guardian to identify students with life-threatening allergies.
  - 1.2 review policy and procedures and identify students with life-threatening allergies as part of opening day procedures.
  - 1.3 in consultation with the workplace Health & Safety Committee, ensure that all employees are made aware of students with known life-threatening allergies.
  - 1.4 ensure that all staff members who require training in preparation for working with a student with life-threatening allergies and for administering an Epinephrine injection, have such training provided, in consultation with the Department of Health.
  - 1.5 inform substitute and practice teachers of the presence of a student with life-threatening allergies and determine if they know how to handle an emergency situation with that student.
  - 1.6 inform individuals who are responsible for transporting students with life-threatening allergies of any precautions which must be taken before and/or during transportation of the student/parents.
  - 1.7 establish, and review with parents, safe procedures for work experience, field trips, extracurricular activities and activities where volunteers are participating.
  - 1.8 ensure that parents have completed all the necessary forms.
  - 1.9 ensure that instructions from the student's physician are on file.
  - 1.10 post allergy alert forms in the staff room, sickroom, office and student's classrooms.
  - 1.11 maintain up-to-date emergency contacts and telephone numbers.
  - 1.12 store Epinephrine injectors in safe, accessible locations; inform staff of location and routine in case of an emergency; and ensure safe disposal of used Epinephrine injectors.

- 1.13 co-ordinate planning and efforts by staff, students with life-threatening allergies and their parents, to establish and review
    - 1.13.1 allergen-free areas within the school,
    - 1.13.2 safe lunchroom and eating procedures, including cleaning guidelines for the removal of substances which may be considered life threatening allergens,
    - 1.13.3 school activities, supplies, and materials for freedom from allergens.
  - 1.14 take precautions to reduce student's risk of exposure to insect venom by:
    - 1.14.1 arranging for prompt removal of insect nests, ensuring grounds cleanliness, and close supervision of students when they are outside during bee/wasp season,
    - 1.14.2 ensuring that students with life-threatening allergies to insect venom are permitted to remain indoors during bee/wasp season,
    - 1.14.3 ensuring a safe space while they are in the building.
  - 1.15 in consultation with parents of students with life-threatening allergies, communicate with school community information about students, the allergens, the treatment, and precautions taken to avoid exposure.
  - 1.16 in event of transfer, ensure that relevant information and records are sent to new school, in consultation with student.
- 2.0 The classroom teacher of a student with life-threatening allergies shall:
- 2.1 discuss life-threatening allergies with the class, in age-appropriate terms.
  - 2.2 discourage students from sharing lunches or trading snacks.
  - 2.3 inform parents of students with life-threatening allergies of school events which may trigger an allergic reaction.
  - 2.4 reinforce hand-washing before and after eating.
  - 2.5 ensure that Epinephrine injectors are taken on field trips.

- 3.0 Parents/Guardians of a student with life-threatening allergies shall:
- 3.1 inform the school of their child's allergies by completing Emergency Allergy Alert Forms annually.
  - 3.2 provide a medic alert bracelet for their child.
  - 3.3 provide the school with the physician's instructions for administering medication.
  - 3.4 provide the school with up-to-date Epinephrine injection kit(s).
  - 3.5 provide school with up-to-date contacts and telephone numbers.
  - 3.6 provide support to school and teachers as requested.
  - 3.7 assist in school communication plans.
  - 3.8 review the school's procedures for their child with appropriate school personnel.
  - 3.9 be willing to provide safe foods for their child on special occasions.
  - 3.10 provide school with up-to-date information regarding their child's medical condition.
  - 3.11 educate their own child as to safe procedures.
- 4.0 Students with life-threatening allergies shall:
- 4.1 take age-appropriate responsibility for avoiding relevant allergens.
  - 4.2 wear the medic alert bracelet provided by their parents/guardians.
  - 4.3 wash hands before eating.
  - 4.4 promptly inform an adult, as soon as accidental exposure occurs or symptoms appear.
  - 4.5 keep an Epinephrine injector handy at all times.
  - 4.6 know how to use the Epinephrine injector.

\* Associated Forms:           Emergency Allergy Alert and Consent Form  
   Administration of Medication Form "A" - Draft  
   Transportation Information

\* Available from school Principal