Anaphylaxis Prevention & Management Plan

A Copy of The Anaphylaxis Prevention and Management Plan is kept:

1. School Office – in the Anaphylaxis kit.
3. Public Drive (Teachers)

***this document assumes that anaphylactic students at St. Simon School use an EpiPen. It must be updated if any student uses TwinJect or other epinephrine autoinjectors.

December 5, 2012.
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INTRODUCTION

What is Anaphylaxis?
Anaphylaxis is the most serious type of allergic reaction. It can progress very quickly and may cause death without proper medical attention.

An allergen is a substance which can cause an allergic reaction. While food is one of the most common allergens, medicine, insect stings, latex, exercise, and other factors can also cause a reaction.

Signs & Symptoms:
An allergic reaction usually happens within minutes after being exposed to an allergen but sometimes it can take place several hours after exposure. A reaction can involve one or more of these symptoms:

- **Skin System:**
  - hives, swelling, itching, warmth, redness, rash

- **Respiratory System (breathing):**
  - coughing, wheezing, shortness of breath, chest pain/tightness, throat tightness, hoarse voice, nasal congestion or hay fever-like symptoms (runny itchy nose and watery eyes, sneezing), trouble swallowing

- **Gastrointestinal System (stomach):**
  - nausea, pain/cramps, vomiting, diarrhea

- **Cardiovascular System (heart):**
  - pale/blue colour, weak pulse, passing out, dizzy/lightheaded, shock

- **Other:**
  - anxiety, feeling of "impending doom", headache, uterine cramps, metallic taste

*The most dangerous symptoms of an allergic reaction are:*
Trouble breathing caused by swelling of the airways (including a severe asthma attack, for people with asthma).
A drop in blood pressure causing dizziness, light-headedness, feeling faint or weak, or passing out.

Both can lead to death if untreated.

Sabrina's Law:
In 2005, the Ontario government passed into law, Bill 3: An act to Protect Anaphylactic Pupils. Sabrina's Law requires that every school board establish and maintain an anaphylaxis policy. It also requires that principals develop individual plans for pupils at risk of anaphylaxis. For more on Sabrina's Law, and the TCDSB Policy, Protocol & Guidelines, see the "Anaphylaxis" binder in the school office.
St. Simon School – Allergens:

In our school, we have children who have life-threatening allergies. Food-allergic individuals can experience a life-threatening reaction from ingesting a very small amount of their allergen. Exposure through skin contact or inhalation can cause allergic reactions, but are generally not anaphylaxis. Anaphylaxis is a severe allergic reaction that can be caused by foods, insect stings, medications, latex or other substances. While anaphylaxis can lead to death if left untreated, anaphylactic reactions and fatalities can be avoided.

Education and awareness are key to keeping students with life-threatening allergies safe. Our school's Anaphylaxis Prevention and Management Plan is designed to ensure that children at risk are identified, strategies are in place to minimize the potential for accidental exposure, and all staff are trained to respond in an emergency situation.

For the 2012-13 School year, the following is a list of foods that could cause a life-threatening reaction for our students: list is to be confirmed/updated...

- Peanuts
- Tree Nuts (including, but not limited to almonds, Brazil nuts, cashews, hazelnuts (filberts), macadamia nuts, pecans, pine nuts (pignolias), pistachio nuts and walnuts)
- Soy Protein
- Eggs
- Shell Fish
- Scaled Fish
- Strawberries
- Gluten
- Bread (needs more details from parent(s))
- Chocolate
- Ice Cream (needs more details from parent(s))
- Green Peas, Lentils, Chick Peas
- Animal Hair/dander
- Food Colouring
- Cold Weather
- Penicillin
- Flax Seed
- Bee Stings
- Sesame Seeds
PREVENTION – Allergen Awareness, Reduction & Avoidance:

On School Property & in Common Areas
1. Posters indicating "Allergy Awareness" are posted throughout the school, including at the main entrance.
2. Food should not be consumed in common areas - library, gyms, and hallways, except under special circumstances.
3. No food products with any allergens will be allowed on school property, without the prior approval of school administration.
4. Lunches and snacks aside, all food items brought in to the school must be in the original, labelled packaging, and must be approved by administration.

In the Classroom
1. If desired by parent, an anaphylactic student can have their own place mat, which is kept separate in their lunch bag and taken home to be washed.
2. Parents/Guardians will not send in food treats, for any reason.
3. A poster describing the symptoms of anaphylaxis and how to administer an EpiPen should be posted on the wall in each classroom.
4. Because of cross-contamination risks, a classroom that is shared (i.e.: morning & afternoon kindergarten), must follow that same anaphylactic restrictions for both classes.
RESPONSIBILITIES

The **ADMINISTRATION** will:

1. oversee and enforce the St. Simon Catholic School Anaphylaxis Prevention and Management Plan, in accordance with the TCDSB Anaphylaxis Policy/Protocol & Guidelines and Sabrina's Law.
2. along with appropriate school staff, discuss, update and gather information regarding the anaphylactic student. As well, administration will go through the St. Simon Catholic school Anaphylaxis Prevention and Management Plan and address any concerns.
3. ensure that parents/guardians complete all necessary forms at registration: REQUEST AND CONSENT FOR THE ADMINISTRATION OF INJECTION OF MEDICATION IN AN EMERGENCY REQUEST AND CONSENT FOR THE ADMINISTRATION OF ORAL MEDICATION
4. with the parents/guardians of an anaphylactic student, develop an individual plan for each anaphylactic student. Each plan should include:
   ~ type(s) of allergy
   ~ monitoring and avoidance strategies
   ~ appropriate treatment/emergency procedure
   ~ emergency contact information
   ~ location of student's medication
5. distribute completed Emergency Allergy Form – EpiPen Only to all appropriate school personnel (student's teacher, lunch monitors, educational assistants, office staff, bus driver).
6. Post a copy of Emergency Allergy Alert Form – EpiPen Only in the staff room.
7. urge parents/guardians of anaphylactic students to have their child wear a medical alert chain/bracelet.
8. ensure all staff receive regular training, by Anaphylaxis Canada (or equivalent qualified organization) to recognize the symptoms of anaphylaxis and are trained to use the epinephrine EpiPen auto injector.
9. make available the EpiPen trainers to all staff, so they can regularly practice administering the EpiPen.
10. ensure that a copy of the St. Simon Catholic School Anaphylaxis Prevention and Management Plan is posted on the St. Simon portal.
11. ensure that a copy of the St. Simon Catholic School Anaphylaxis Prevention and Management Plan is available in the school office for staff, students and Parent/Guardians to view.
12. include an item in the September and October newsletters explaining the anaphylaxis policy.
13. maintain a policy that NO food items be allowed for celebrations.
14. inform teachers of any anaphylactic students prior to the school year, so that appropriate plans can be made in time for the start of the school year.
15. enforce school rules about bullying and threats often related to allergies.
16. ensure that the school has one regular EpiPen and one EpiPen Jr., in the office. The office administration should check EpiPens monthly, to ensure that they are all accounted for, and haven’t expired.
17. in the event of a student experiencing an anaphylactic reaction, promptly investigate all involved to determine how the allergen may have been introduced to the student. The principal will brief appropriate individuals (anaphylactic students, the parents, teachers, other staff) on the circumstances surrounding the incident.
The TEACHERS will:

1. review the St. Simon Catholic School Anaphylaxis Prevention and Management Plan regularly.
2. review the medical forms and photos of anaphylactic students regularly.
3. identify anaphylactic students in their classroom, review their individual plan and notify the office of any changes.
4. discuss anaphylaxis with the class, in age-appropriate terms, at the beginning of the year. Sample plans are available from Judy Collins at the anaphylactic network (www.anaphylaxis.ca).
5. monitor situations that could lead to bullying and threats around allergies and report them to the principal.
6. in their emergency and day plans, ensure that occasional or substitute teachers are informed of any anaphylactic student(s) in the classroom, and their anaphylactic plan(s).
7. for activities whereby the student must remove the EpiPen from his/her person (e.g. Swimming), establish a procedure with the student and parent(s) of who will keep the medication and ensure that it is returned to the child once the activity is over.
The **PARENT(S)/GUARDIAN(S) OF AN ANAPHYLACTIC STUDENT** will:

1. inform the school of their child's allergies and complete REQUEST AND CONSENT FOR THE ADMINISTRATION OF INJECTION OF MEDICATION IN AN EMERGENCY AND REQUEST AND CONSENT FOR THE ADMINISTRATION OF ORAL MEDICATION on registration.
2. ensure that the child's file is kept up-to-date; inform the school of any changes to the student's medical condition; ensure that emergency contact information is current
3. provide a medical alert bracelet for their child ([www.medicalert.ca](http://www.medicalert.ca))
4. provide the school with one EpiPens, clearly labelled with child's name - for the office.
5. provide their child with a body pouch or fanny pack for carrying at least 1 EpiPen at all times, on their body.
6. review the St. Simon Catholic School Anaphylaxis Prevention and Management Plan with school principal and provide support and information, including foods for other students in the classroom to avoid.
7. review their child's individual plan with the principal and teacher at registration.
8. if desired, provide child with placemat and procedure for lunch.
9. teach their child about their allergy; how to avoid their allergens; recognize the symptoms of an anaphylactic reaction; to know where their medication is kept; to communicate when he/she feels a reaction; to carry his/her own EpiPen; to not share food; the importance of hand washing; to report bullying and threats; and to take as much responsibility as possible for his/her own safety.
10. provide additional EpiPens for Field Trips, if necessary
The **ANAPHYLACTIC STUDENT** will:

1. keep an EpiPen on their person at all times, and know how to use the EpiPen (older students)  
   ***note: an individual going into anaphylactic shock may be unable to self-administer the EpiPen).**
2. never eat without his/her EpiPen.
3. take as much responsibility as possible for avoiding allergens.
4. before eating, wash hands with soap and water and ensure the eating area is clean.
5. eat only food from home, never share food, utensils or containers.
6. use their own place mat to avoid placing food directly on the surface of a table.
7. take measures to prevent others from touching his/her food.
8. learn how to inform others of the allergy.
9. check labels and monitor food intake (Grades 6, 7, 8).
10. learn to recognize the symptoms of an anaphylactic reaction and inform an adult immediately of accidental exposure or if symptoms appear.
11. Wear a medical alert bracelet.([www.medicalert.ca](http://www.medicalert.ca)).

The **SCHOOL COMMUNITY** will:

1. co-operate with the school to eliminate allergens from packed lunches and snacks.
2. respect anaphylactic students and the St. Simon Catholic School Anaphylaxis Prevention and Management Plan and encourage those around them to do the same.

All **STUDENTS** will:

1. avoid food sharing
2. follow the school's Anaphylaxis plan, including keeping allergens out of the classroom. refrain from bullying or teasing a student with a food allergy.
3. learn to recognize symptoms of an anaphylactic reaction and seek help if a student is experiencing an anaphylactic reaction.
IDENTIFICATION OF STUDENTS AT RISK

Medical Forms:
Emergency Allergy Form – EpiPen Only are posted in the office, the staff room, and in the child's classroom.

Medical Alert Bracelets:
Anaphylactic students are strongly recommended to wear Medic Alert Bracelets (www.medicalert.ca).

AVAILABILITY AND LOCATION OF EPIPENS:

1. Each anaphylactic student must have 2 EpiPens at school:
   a) on their person
   b) in the Office.
2. Each anaphylactic student is required to wear an EpiPen on his/her own body (i.e. in a pouch).
3. If a student is unable to wear their EpiPen or removes it for a school activity (i.e. Swimming, phys ed.), the adult supervising the activity should keep the medication with him/her and return it to the student immediately after the activity is over.
SUBSTITUTE TEACHER PROTOCOL:

1. The Substitute Teacher is informed of students' medical conditions via emergency or daily plans.
2. Identify and familiarize with the anaphylactic student immediately at the start of the day.
3. Know where the anaphylactic student's EpiPens are located.

FIELD TRIP PROTOCOL:

1. A parent (or designate) of an anaphylactic student should be allowed to accompany the class on any field trip.
2. The anaphylactic student must be placed in the group of his/her teacher if his/her own parent is not on the field trip, unless prior arrangements have been made with the parent, for another parent to supervise.
3. The adult supervising the anaphylactic student must carry a cellphone and know their precise location.
4. It is the responsibility of the parent to determine if the field trip location is suitable (i.e.: within 30 minutes of a hospital), prior to giving consent to the field trip.
5. The number of EpiPens to be taken on the trip is determined by the estimated number of minutes to the closest hospital. It is the responsibility of the Parent(s)/Guardian(s) of an anaphylactic student to supply an adequate number of EpiPens.
6. The field trip organizer must inform staff of the field trip destination in advance that there will be an anaphylactic student visiting and activities should be planned with that in mind. Parent(s)/Guardian(s) of an anaphylactic student should be allowed to research field trip sites to determine the level of risk.
7. All field trip volunteers and staff must exchange cellphone numbers with one another, so that they can stay in contact with each other.

TRAINING AND EDUCATION:

1. All staff (including substitute teachers, secretaries, education assistants, and caretakers) must attend an Anaphylaxis and EpiPen training session by Anaphylaxis Canada, or other qualified organization twice a year.
2. Teachers and educational assistants who have anaphylactic students must be trained before the start of the school year, if they have not received prior training.
3. In September, each class will receive Anaphylaxis education, led by an individual who is very familiar with Anaphylaxis (i.e.: a representative from Anaphylaxis Canada, teacher or parent of an anaphylactic child). Anaphylaxis Resources are available at www.anaphylaxis.ca.
4. Administration will include an insert in the September and October newsletters briefly explaining the school's Anaphylaxis Prevention and Management Plan.
EMERGENCY RESPONSE

ANAPHYLAXIS SIGNS AND SYMPTOMS:

Skin System:
- hives, swelling, itching, warmth, redness, rash

Respiratory System (breathing):
- coughing, wheezing, shortness of breath, chest pain/tightness, throat tightness, hoarse voice, nasal congestion or hay fever-like symptoms (runny itchy nose and watery eyes, sneezing), trouble swallowing

Gastrointestinal System (stomach):
- nausea, pain/cramps, vomiting, diarrhea

Cardiovascular System (heart):
- pale/blue colour, weak pulse, passing out, dizzy/lightheaded, shock

Other:
- anxiety, feeling of "impending doom", headache, uterine cramps metallic taste

WHAT TO DO:

Give: the EpiPen at the first sign of a reaction. It is dangerous to wait. Note the time.

Call 911: Tell them someone is having a life-threatening allergic reaction. Request an ambulance immediately. They will want to know when the EpiPen was administered.

Give: the second dose of EpiPen if medical attention is not received within 10-15 minutes, and the reaction continues, or worsens

Go: to the nearest hospital. Stay in the hospital for 4-6 hours, as the reaction can come back.
Sample Letter From Administration:

Dear Parent/Guardian,

In our school, we have several children who have life-threatening allergies to the following foods:

- **Peanuts**
- **Tree Nuts** *(including, but not limited to almonds, Brazil nuts, cashews, hazelnuts (filberts), macadamia nuts, pecans, pine nuts (pignolias), pistachio nuts and walnuts)*
- **Soy Protein**
- **Eggs**
- **Shell Fish**
- **Scaled Fish**
- **Strawberries**
- **Sesame Seeds**
- **Flax Seed**
- **Animal Hair/dander**
- **Food Colouring**
- **Cold Weather**
- **Penicillin**
- **Green Peas, Lentils, Chick Peas**
- **Bee Stings**

Food-allergic individuals can experience a life-threatening reaction (anaphylaxis) from ingesting a very small amount of their allergen. Anaphylaxis is a severe allergic reaction that can be caused by foods, insect stings, medications, latex or other substances. While anaphylaxis can lead to death if left untreated, anaphylactic reactions and fatalities can be avoided.

We feel the best way to reduce the risk of accidental exposure to these students is to respectfully ask for the co-operation of the entire school community. You are being asked to avoid lunches or snacks made any of the foods listed above (even as ingredients of other foods). Also, we are asking that you not send in any form of food for classroom treats.

St. Simon School is an Allergy Aware school. The St. Simon’s Anaphylaxis Prevention and Management Plan is available in the school’s office, or on our portal.

Your cooperation and understanding of this matter is appreciated.

Yours truly,
For additional information on **Anaphylaxis**:

**Anaphylaxis Canada**: [www.anaphylaxis.ca](http://www.anaphylaxis.ca) & [www.whyriskit.ca](http://www.whyriskit.ca) (for teens)

**Allergy/Asthma Information Association**: [www.aaia.ca](http://www.aaia.ca)

**Canadian Society of Allergy and Clinical Immunology**: [www.csaci.ca](http://www.csaci.ca)

**Medic Alert**: [www.medicalert.ca](http://www.medicalert.ca)


**Canadian Food Inspection Agency**: [www.inspection.gc.ca](http://www.inspection.gc.ca)

**Allergy Safe Communities**: [www.allergysafecommunities.ca](http://www.allergysafecommunities.ca)

**FAAN Teen**: [www.faanteen.org](http://www.faanteen.org)

**Allergic Living Magazine**: [www.allergicliving.com](http://www.allergicliving.com)

**EpiPen®**: [www.epipen.ca](http://www.epipen.ca)

**Twinject®**: [www.twinject.ca](http://www.twinject.ca)