

# ANAPHYLAXIS POLICY

## Definition of Terms:

- **Anaphylaxis** - means a severe systemic allergic reaction which can be fatal, resulting in a circulatory collapse or shock.
- **Parent** - means in respect of a student (Grades 1 through 12) or a child enrolled in an Early Childhood Services Program, the relevant individual referred to in the Education Act.
- **Student** - means a person who is enrolled in a school.
- **Staff** - means any person employed by the Phoenix Education Foundation in any capacity. This includes anyone providing a service on behalf of the foundation such as volunteers, educational assistants or other professionals.

## References:

This policy references the *Protection of Students with Life-threatening Allergies Act 2019* and the *Education Act*.

## Background:

All students should feel safe and supported at school. In order to do so, parents and students need to provide the school with information regarding life-threatening allergies and to supply the required medication for use at school if needed. Policies, procedures and emergency medication are created and provided to help protect the students.

## Requirements:

**ROLES - Students** - Students at risk of anaphylaxis and of appropriate age will:

- Keep a labelled epinephrine auto-injector in a readily accessible, unlocked location.
- Carry their own auto-injector (children often do so by age 6 or 7).
- Wear medical identification (e.g. MedicAlert® bracelet, band or necklace) that lists their allergy.
- Let the classroom instructor know what allergy needs to be avoided each and every class.
- Tell someone, preferably an adult, immediately after accidental exposure to an allergen or as soon as symptoms occur.

If they have food allergies, they will also:

- Avoid eating if they do not have an auto-injector with them.
- Be careful with foods prepared by others. Not share food, drinks or utensils.
- Wash hands with soap and water before and after meals.

**ROLES - PARENTS** - Parents and guardians will make every effort to teach their children with life-threatening allergies about how to self-protect and avoid their allergen(s) from an early age. They will also encourage them to carry an auto-injector (when age appropriate) and attend onsite if the risk to the student is severe.

Parents/guardians will:

- Complete and sign the medical section of our registration form.
- Inform the school about their child's allergies and provide the child with an in-date epinephrine auto-injector.
- Talk with staff about management plans, including field trip arrangements.
- Provide their children with non-perishable foods and safe snacks for special occasions or in the event of forgotten lunches.
- Advise the school of any changes in their child's health, such as outgrowing an allergy or developing one.

**ROLES - STAFF** - All staff will be aware of students who are at risk of anaphylaxis and be prepared to respond to an emergency situation. As per school practice, every staff member is required by the terms of employment to hold a valid first aid certificate and to attend mandatory training on life-threatening allergies.

The student allergies will be listed on attendance sheets. Instructional staff will plan accordingly by noting student allergies.

The school community will be educated about the seriousness of anaphylaxis and how to help their fellow students who are at risk. This will be achieved through wellness classes and communicated school-wide through handouts / emails and regular updates.

**ROLES - ADMIN** - Administration will:

- Ensure that parents, guardians and students provide information on life-threatening allergies at time of registration and that a file is maintained with regards to this information.
- Ensure that the Anaphylaxis info and identifier for each student at risk is on attendance sheets each day.
- Arrange regular training (at least annually) for all employees and welcome others who are in regular contact with students.
- Develop a communication plan for sharing information about life-threatening allergies with parents, students and staff.

## **SCHOOL STRATEGIES**

- Remind parents and students that Phoenix is NOT an allergin-free zone and that parents must provide lunch supervision.

- Have adult supervision of young students who are eating, washing hands and cleaning up after themselves. Have a "no sharing" practice for food and drinks between students in school-provided lunch supervision.
- Ensure students who have allergies are identified on class lists.
- Notify parents in advance if food is part of the lesson and to ask students during the lesson if there are allergies in order to take reasonable food preparation precautions.
- Remind students to have their epi-pens on them. Keep spare injectors available. Schools will keep back-up epinephrine auto-injectors in our field trip backpack. Expiry dates will be checked on a periodic basis.

## **EMERGENCY PROCEDURE**

1. Give epinephrine auto-injector at the first sign of a known or suspected anaphylactic reaction.
2. Call 9-1-1 or local emergency medical services. Call emergency contact person (e.g. parent, guardian).
3. Monitor and give a second dose of epinephrine as early as 5 minutes after the first dose if there is no improvement in symptoms.
4. Have the student go to the nearest hospital immediately (ideally by ambulance).



It is very important that they do not sit up or stand after receiving epinephrine because sudden changes of position may lower their blood pressure and actually worsen their condition, potentially resulting in death. Have the individual remain lying down until emergency medical services come directly to them.

- Epinephrine is the first-line medication for anaphylaxis.
- Antihistamines and asthma medications will not be used instead of epinephrine for treating anaphylaxis.
- All individuals receiving epinephrine must be transported to hospital immediately (ideally by ambulance).
- A second dose of epinephrine may be given as early as 5 minutes after the first dose if there is no improvement in symptoms.
- Individuals who are feeling faint or dizzy because of impending shock will lie down and if vomiting, they will be turned onto their side.
- No person experiencing anaphylaxis will be expected to be fully responsible for self-administration of an epinephrine auto-injector.

**Date Reviewed: 2020, 2025, 2026**