

## **Anaphylaxis Prevention and Response**

### **Purpose**

This procedure outlines staff, student and parent or guardian responsibilities in the care and safety of students with a medically diagnosed life-threatening allergy, and guides training and proactive measures to prevent anaphylaxis.

### **Scope**

This procedure applies to district employees, students and parents or guardians.

### **Procedure**

1. For students with a medically diagnosed life-threatening allergy (anaphylaxis), the district will take appropriate steps for the student's safety, including implementing an individual healthcare plan. The district will utilize the *Guidelines for the Care of Students with Anaphylaxis* published by the Office of the Superintendent for Public Instruction (Form 3420F1).
2. **RESPONSIBILITIES**
  - 2.1. **Parents and Students**
    - 2.1.1. Prior to enrolling a student, the parent or guardian ("parents") will inform the school in writing of the medically diagnosed allergy(ies) and risk of anaphylaxis by completion of Form 3413F1-Life-Threatening Health Conditions.
    - 2.1.2. The parents are responsible for notifying the school if the student's condition changes and for providing current medical treatment and diet orders, appropriate auto-injectors and other medications as ordered by the licensed healthcare provider. Form 3416F1-Authorization for Administration of Medication at School must be resubmitted by the parent with each change in condition or medication.
    - 2.1.3. Parents are encouraged to cause an affected child to wear a medical alert bracelet while attending school and school-related activities. Parents are encouraged to review district policies and procedures with the affected child as appropriate, and instruct and support the child in the self-management of the allergy.
    - 2.1.4. When possible, provide safe meals and snacks from home. This is the safest option for students with life-threatening food allergies.
    - 2.1.5. As developmentally appropriate, students are encouraged to be proactive in the care and management of his/her allergies, avoid exposure to allergens, and notify an adult immediately if exposure or symptoms of an allergic reaction occur.

- 2.1.6. Students who have a medically diagnosed life-threatening allergy and no medication or treatment order presented to the school will be excluded from attending school pursuant to Policy 3413-Life-Threatening Health Conditions.

## **2.2. Staff Responsible for Student Healthcare**

- 2.2.1. School office staff are responsible for accepting information from parents who identify their students as at risk for life-threatening allergies, and will report this information and provide any corresponding forms to the school nurse.
- 2.2.2. Upon receiving information about the child's condition, the school nurse or designee may arrange for a consultation with the parents prior to the first day of attendance to discuss and develop a nursing care plan, including emergency care, for each student with a medically diagnosed life-threatening allergy. The written plan will identify the student's allergies, symptoms of exposure, practical strategies to minimize the risks and how to respond in an emergency.
- 2.2.3. The student health file will contain:
- (a) A current, completed healthcare/emergency care plan.
  - (b) A written description of the treatment order, signed by a licensed healthcare provider.
  - (c) An adequate and current supply of auto-injectors and/or other medications kept in a secure location.
- 2.2.4. If the treatment plan includes self-administration of medications, staff, students and parents will comply with Policy 3419-Self-Administration of Asthma and Anaphylaxis Medication and related procedures.
- 2.2.5. The school's registered nurse will train staff having direct responsibility for the student in student-specific procedures according to the individual healthcare plan.
- 2.2.6. Annually and prior to the beginning of school, the school nurse shall review the health history forms of affected students and obtain any updated information regarding life-threatening allergies.

## **3. COMMUNICATION AND TRAINING**

- 3.1. After the healthcare plan is developed, the school principal or designee will inform staff regarding the affected student as appropriate. Student healthcare/emergency care plans will be kept in the school office in the nursing care room. A health alert list providing a brief emergency care plan for all students will be placed in appropriate locations throughout the school (such as class room, school bus, lunchroom, or near playground). With the permission of the parent or guardian and the student (as appropriate), other students and parents may be given information

about the child's preponderancy for anaphylaxis to support his/her safety and control exposure to allergens.

- 3.2. During school-sponsored activities, appropriate supervisors, staff and parents will be made aware of the identity of the student with life-threatening allergies, the allergens, symptoms and treatment. The lead teacher will ensure that the auto-injector is brought on field trips. Students at risk for anaphylaxis should be accompanied by an adult trained on their emergency response plan.
- 3.3. Annually, the school principal will arrange a staff in-service training to be provided by the school's registered nurse on how to minimize exposure and how to respond to an anaphylaxis emergency. The training will include a review of avoidance strategies, recognition of symptoms, the emergency protocols to respond to an anaphylaxis episode (calling 911/EMS when symptoms of anaphylaxis are first observed) and hands-on training in the use of an auto injector.
- 3.4. Before the student attends school annually, the school nurse will provide student-specific training and additional information to appropriate staff (such as teachers, teacher's substitutes and assistants, clerical staff, food service workers and bus drivers) who will have known contact with a diagnosed student and are implementing the healthcare plan.

#### **4. CONTROLLING EXPOSURE**

- 4.1. Controlling the exposure to allergens in school requires the cooperation of parents, students, the healthcare community, and school employees. The district will inform parents of the presence of a student with life-threatening allergies in their child's classroom and/or school and the measures being taken to protect the affected student. Parents will be asked to cooperate and limit the allergen in school lunches and snacks or other products.
- 4.2. Any or all of the following strategies may be used through reasonable efforts to control the exposure to allergens and reduce the risk of anaphylaxis:
  - (a) Cleaning and sanitation – clean commonly-used surfaces with disposable paper towels and cleaning products known to remove food proteins. Promote hand washing to prevent cross-contamination.
  - (b) Food services – discourage food, utensil and container sharing. Provide for alternatives to food for celebrations, special activities and events, and/or provide allergy-free foods.
  - (c) Create allergen-safe zones – implement appropriate accommodations to decrease exposure to allergens and keep common areas allergy-free, such as in the lunchroom, classrooms, play areas and library. Identify and remove latex products in the school environment, such as gym equipment, balls, first aid gloves, and balloons.
  - (d) Insect/pest control – Systematically and seasonally identify and remove insect nests on school grounds. Garbage should be cleaned up and stored in covered containers.

- (e) Instructional and other supplies – evaluate the safety of science kits and supplies for those with food, latex and insect allergies.

**Supporting Documentation**

3420F1-Guidelines for the Care of Students with Anaphylaxis (OSPI 2009)

3413F1-Life-Threatening Health Conditions

3416F1-Authorization for Administration of Medication at School

**Document History**

<b>Action:</b>	<b>Date:</b>
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