



NORWICH FREE ACADEMY

Medical Center

Emergency Response Protocol Anaphylaxis/Severe Allergy

Key safety rules of the classroom:

- Only trained faculty and administrators are allowed to administer an Epi Pen or Benadryl. They may do so if an up to date order from the student's licensed care provider is on file in the Medical Center. This information is located on the individual teacher's health list.
- If a student develops an anaphylactic reaction and no up to date medication order is on file in the Medical Center, contact Campus Safety immediately to arrange transport to the Medical Center or hospital.
- The student's Epi Pen (epinephrine medicine kit) will remain with the student at all times during the day and be managed by a trained teacher.
- Prior to a field trip, the teacher will be certain the student has his/her Epi Pen to bring with them. If the student does not have the Epi Pen, he/she will not be permitted to attend the trip.
- If the student has a food allergy he/she should not eat anything with unknown ingredients or known to contain the allergen.
- Students and adults should sanitize hands upon entering the classroom and practice good hand washing techniques after eating.
- If the student asks to see the nurse, the teacher will allow him/her to do so immediately. The teacher may contact campus safety for transport to the nurse or request campus safety call for the nurse to come to student if needed.

Medicine kit locations:

An Epi Pen is available in each house office, the student's backpack, and the Medical Center.

Signs of allergic reaction may include any or many of the following:

SYSTEMS

SYMPTOMS

Mouth	Itching and swelling of the lips, tongue, or mouth
Skin	Hives, itchy rash, and/or swelling about the face or extremities; pale, clammy skin
Gut	Nausea, abdominal cramps, vomiting and/or diarrhea
Throat	Itching and/or sense of tightness in the throat, hoarseness, hacking cough, difficulty swallowing
Lungs	Shortness of breath, repetitive coughing, and/or wheezing
Heart	"Thready" pulse, dizziness, shock, loss of consciousness
Generalized	Sense of doom

If you suspect or know the student has come in SKIN CONTACT with the allergen but has not ingested it: Contact campus safety/the nurse. If the nurse cannot respond immediately, wash point(s) of contact where the welt is located with warm, soapy water, rinse and dry.

If other welts are appearing quickly, you notice any other symptoms, or if you suspect or know the student has come in contact with the allergen: Follow the instructions listed below. ALL of the symptoms listed above can progress to a life-threatening situation.

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Essential Steps if Student Suspected of Experiencing Anaphylactic Reaction

1. Determine if anaphylactic reaction. **When in doubt, treat as an anaphylactic reaction.**
2. Stay with the student. Send someone to call 911, campus safety, and the nurse. Also have parent contacted if student is off campus at time of reaction. If reaction occurs on campus while the nurse is not present on scene, the nurse may contact the parent at the teacher/administrator's request.
3. Calm and reassure the student.
4. Administer Epi Pen as instructed below. Seconds count! (Trained faculty may only administer an Epi Pen if a written order from the licensed care provider is on file in the nurse's office. This information is listed on the health information sheet you received from the Medical Center.)
5. **Epi Pen Administration Procedure:**
 - Pull off GRAY safety cap
 - Place BLACK TIP on outer thigh
 - Push hard until you feel the unit activate
 - Hold in place for 10 seconds, then remove
 - Massage injection site for a few seconds
 - Dispose of Epi Pen in sharps container give Epi Pen to paramedics

If the student continues to experience symptoms after administering the Epi Pen, especially if dizziness or lightheadedness occurs, place the student lying on his/her back with his/her legs elevated above his/her head. Monitor airway and breathing. Should it be necessary, if you have received CPR training, provide CPR.

6. If anaphylaxis is result of a bee, wasp or other sting, remove stinger if present. Use a hard object, such as the rigid edge of a credit card to scrape the area. Do **not** use tweezers. Do not push, pinch, squeeze or further embed the stinger into the student. Apply ice to the site.

Document the incident to include date and time Epi Pen was administered, student's response and any additional pertinent information. Send a copy of this documentation to the school nurse.

7. After placing the used Epi Pen in its container, give the container to EMS personnel upon their arrival.

Key Points to Remember

1. Trained faculty and administrators are **only** allowed to administer Epi Pens and Benadryl if an up-to-date order from the student's licensed care provider is on file in the Medical Center.
2. Asthmatics are at increased risk for severe reaction.
3. Anaphylaxis usually occurs right after a sting, injection of a drug or medication, or ingestion of foods such as nuts, fish or milk.

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4. Designate someone to notify school administrator, campus safety personnel, school nurse and parent immediately.
5. Avoid moving the student. Keeping the student immobile will reduce the distribution of the allergen in the body.
6. Epi Pen acts immediately and lasts only 15-20 minutes. **Be certain 911 has been called.**
7. Maintain body temperature and help prevent shock. Cover the student with a blanket if required to maintain body temperature.
8. A second, delayed reaction may occur.

***Please contact the school nurse at ext. 5552 or 5550 if you have any questions concerning this topic.**

***Certified teachers meet with the school nurse prior to the first field trip of the school year to perform an Epi Pen demonstration.**

***In the event of emergency evacuation, teachers are to remind the student to bring the Epi Pen with him/her when leaving the classroom.**

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