

**ALEXANDRIA CITY PUBLIC SCHOOLS**  
**Health Information for Staff – ANAPHYLAXIS AND FOOD ALLERGIES**

Your student has an alert on PowerSchool for **FOOD ALLERGIES**. This is a health condition of which you should be aware. The description of this problem and emergency care are stated below. Please make sure that this information is available to substitute teachers and other grade level teachers who may be supervising or working with this student. This information is confidential and should only be shared on a “need to know” basis.

**Description of Condition:**

**ANAPHYLAXIS – FOOD ALLERGIES**

**What do I look for:**

**Common warning signs and symptoms of an anaphylactic reaction:**

- Complaint of a tingling, itchiness, or metallic taste in the mouth
- Hives
- Difficulty breathing
- Swelling and/or itching of the mouth, and throat area
- Diarrhea
- Vomiting
- Cramps and stomach pain
- Paleness (due to a drop in blood pressure)
- Loss of consciousness

**What do I do?**

1. Help ensure the student is not exposed to his/her allergen.
2. If the student is experiencing one of the above symptoms, send to the school nurse with a responsible student or an adult.
3. If the student is experience two or more of the above symptoms, give EpiPen.
4. If the child is self-carrying an EpiPen, assist as needed to administer the EpiPen and follow the protocol for your school to access 911.
5. 911 MUST BE CALLED AND THE STUDENT SENT TO THE ER WHENEVER AN EPI-PEN IS GIVEN.
6. If the child does not have an EpiPen, assist to a seated position of comfort or, if the child appears confused or losing consciousness, assist to a lying position on the floor.
7. Call the School Nurse or the Main Office, if the nurse is unavailable, and alert them of a suspected allergic reaction and/or anaphylaxis. Request an EpiPen to your location and Activate 911. Administration or their designee will alert the parents/guardians.
8. EPI-PENS ARE LOCATED IN A YELLOW BOX NEAR THE AED, IN WITH THE AED, OR A SPECIFIC LOCATION AT YOUR SCHOOL. Be familiar with the location of the EpiPen at your school.
9. Remain with your student until help arrives.

10. Follow these steps to administer the EpiPen:
  - a. Estimate student's weight or age if uncertain of weight:  
33 – 66 lbs or older than age 3: use EpiPen Jr. (Green Container) (0.15 mg)  
Greater than 66 lbs or older than age 9: use EpiPen (Yellow Container) (0.30 mg).
  - b. INFORM the student that you are going to use the EpiPen.
  - c. CHOOSE which thigh to inject and remove any bulky clothing. The autoinjector will go through regular clothing such as blue jeans or tights, but not heavier, thicker items.
  - d. REMOVE the autoinjector from the clear, protective tube.
  - e. Pull off the blue safety release cap.
  - f. PUSH the orange end firmly into the outer thigh mid-way between the hip joint and knee until you hear a click.
  - g. HOLD in place for 10 seconds (count slowly to 10).
  - h. REMOVE autoinjector and firmly RUB the injection site for 10 seconds. The autoinjector will automatically cover the used needle so that you and others are safe. IT CANNOT BE USED AGAIN.
  - i. If the student is lying on the floor, turn to the side after the injection in case of vomiting after the injection.
  - j. NOTE the time the injection was given.
  - k. Keep the autoinjector and give to EMS for proper disposal.
11. REMAIN with the student until EMS arrives.
12. BE PREPARED to give a second EpiPen in 10 minutes, if EMS has not arrived and student's condition has not improved or has worsened.
13. WATCH for loss of consciousness and/or if the student stops breathing and begin CPR if required.
14. Once the student is safely taken to the ER, work with the School Nurse to complete documentation of the event.

**Individual Considerations:** See school nurse for training on the use of the EpiPen.