

Policy and Procedure Life Threatening Allergy

It is the policy of Washington Academy to support the well-being and safety of every student and staff member. In an effort to facilitate this, the school has established the policy and protocol for how to address an individual experiencing a life-threatening allergy crisis.

Anaphylaxis is a severe, potentially life-threatening allergic reaction that can involve different areas of the body such as the skin, lungs, cardiovascular system and gastrointestinal system. Symptoms follow exposure to the allergen, and most commonly occur within minutes, or up to 2-3 hours of exposure. Common allergens that can cause anaphylaxis include foods (peanuts/nuts, shellfish, milk, eggs, gluten, some fruits), bee stings/insect bites, and medications. However, any food or substance can cause a reaction if the individual is sensitive to it.

I. Prevention

- A. Parents/guardians of students with allergies must notify the school of their child's allergy and if they have an epinephrine auto injector (Epi-pen).
- B. If the student has their own Epi-pen they must have a note from their doctor stating that they are capable of administering it to themselves. If the parents/guardians would like to send a second Epi-pen in to the school, they may and the medication will be stored in the front office restricted medications.
- C. Correspondence with parents/guardians regarding specific needs for allergies will take place by the school nurse or teachers.
- D. Communication and training through school nurse to appropriate staff/faculty regarding individual student specific allergy.

II. Allergic Reaction Signs and Symptoms

- A. Minor allergic reactions
 1. Redness
 2. Hives
 3. Itching and discomfort
 4. Swelling
- B. Major allergic reactions
 1. Itching and swelling of the lips and tongue
 2. Itching and swelling of the throat, feelings of "tightness" in throat, hoarseness, hacking cough
 3. Hives, itchy rash, and/or swelling of the face or extremities
 4. Nausea, vomiting, abdominal cramps, diarrhea
 5. Wheezing, persistent cough, shortness of breath
 6. Thready or weak pulse, passing out
 7. Confusion, vague sense of "just not feeling right"

III. Staff Response to Allergic Reaction

- A. Notify front office staff to notify school nurse
- B. If able send student/second student if needed to office
- C. If not able, ask for school nurse to arrive
- D. If student condition is deteriorating in the way of **major allergic reaction** listed above, call 9-1-1, administer Epi-pen, record time of Epi-pen being given, prepare second Epi-pen.

IV. Epi-pen

- A. An Epinephrine Auto-injector (Epi-Pen) is a prescribed medication that can be self-administered if instruction is received. The epinephrine medication works in such a way that reverses the effects of the allergen on the body. It is important to have a second Epi-Pen available and ready to use as the reversal benefits may diminish and the allergic reaction may return.
- B. A prescription for an Epi-Pen for the school may be requested and received from a licensed health care provider for use of a suspected allergic reaction for an individual experiencing symptoms of anaphylaxis with previous unknown allergic history, or for use in an individual who does have known life-threatening allergy.
- C. To use: (the instructions are also listed simply and clearly on the Epi-pen itself)
 - 1. Remove the Epi-pen from the box or plastic container
 - 2. Remove the safety cap from the top of the Epi-pen
 - 3. Swing and push firmly the orange tip against the outer thigh so it clicks, count to three seconds
 - 4. Massage the area for ten seconds
- D. Annual training shall be provided to the faculty/staff on the use of the Epi-Pen.

REFERENCE:

State of Maine Department of Education Sample Protocol, 7-2023