



## **MEDICAL ALERT – MANAGING STUDENTS WITH ANAPHYLAXIS/MEDICAL CONDITIONS**

### **Context**

The Board of Education is committed to the well-being of students who may require emergency medical care while at school or during school-sanctioned events. Students who have been physician-diagnosed with anaphylaxis, a serious, potentially fatal allergic reaction and/or other medical emergency conditions require planned care and support as outlined in the BC Ministry of Education and Child Care in accordance with the Anaphylactic Protection Order (2022), the BC Anaphylactic and Child Safety Framework (Revised 2013), and the Canadian Society of Allergy and Clinical Immunology, "Anaphylaxis in Schools and Other Settings" (2024). Reported medical conditions may include:

- Epilepsy and/or Seizure Disorders (see related Admin Procedures)
- Anaphylactic and/or history of severe allergic response
- Severe Asthma – immediate medical treatment required
- Blood clotting disorders such as haemophilia that require immediate medical care in the event of injury
- Serious heart conditions
- Other conditions, which may require emergency care as determined in consultation with parents/guardians/student/family physician, school, and Medical Health Officer or designate

### **Guiding Principles**

To support the safety, health and well-being of students who have been physician diagnosed with anaphylaxis and/or other serious medical condition(s), the Board believes caring for students is a shared responsibility of parents/guardians, school staff, students, and Public Health Nurses. The following procedures are **mandatory** to ensure students diagnosed with anaphylaxis and/or other serious medical condition(s) are provided with a safe, positive, and an equitable learning environment.

### **Procedures**

#### **The Parents/Guardians will:**

- a) Annually complete and provide the school with the **mandatory** [School District No. 23 Medical Alert Planning Form](#), or the [BC Ministry of Education and Child Care Anaphylactic Student Emergency Procedure Plan](#) and, if applicable, the [School District No. 23 Request for Administration of Medication at School Form](#). These are required at the time of registration, the beginning of each school year, upon diagnosis, and at any time there is a change in the student's serious medical condition(s).

- b) Collaborate with the school administration, the Public Health Nurse and their child in the implementation of the School District No. 23 Medical Alert Planning Form, or the BC Ministry of Education and Child Care Anaphylactic Student Emergency Procedure Plan and the School District No. 23 Request for Administration of Medication at School Form during the school day and after-hours school-related activities.
- c) Ensure medication(s) is available at the school in the original labelled container and is replaced when it expires.
- d) Provide the necessary medical equipment and/or supplies to the school.  
Such as:
  - Anaphylactic – Epinephrine auto-injector
  - Asthma – Inhaler
  - Appropriate measuring device (if applicable)

**NOTE:** Parents/guardians are to provide a second epinephrine auto-injector to be stored in a central, safe, unlocked location. **Non-prescription/generic epinephrine auto-injectors may NOT be used.**

- e) Remove medication(s) and any supporting documentation from school sites at the end of each school year.
- f) Encourage their child to wear medical identification.
- g) If the child will be using district transportation, provide information about the child's medical alert by completing the online transportation registration form.
- h) For students demonstrating a level of maturity, encourage their child to inform close friends of their diagnosis of anaphylaxis and/or other serious medical condition(s) and the location of their medication(s) at school.
- i) Be available, or arrange for a delegate, to always respond by phone or in person.

**NOTE:**

- In the case of secondary school students, the student may assume some of the parent's/guardian's role.
- Students may not update medical data if parents/guardians have registered conflicting information.
- It is recommended that students who demonstrate maturity regarding their anaphylaxis and/or serious medical condition(s) carry emergency supplies on their person:
  - Asthma - Inhaler
  - Anaphylactic – Epinephrine auto-injector
  - Appropriate measuring device (as appropriate)

**The School Principal/Vice-Principal will:**

- a) Ensure, at the start of each school year, all school staff either complete the **mandatory**, in-person, general anaphylaxis training or the online "Anaphylaxis in Schools: What Educators Need to Know."
- b) Collect the completed **mandatory** School District No. 23 Medical Alert Planning Form, or the BC Ministry of Education and Child Care Anaphylactic Student Emergency Procedure Plan and, if applicable, the School District No. 23 Request for Administration of Medication at School Form. This is required at the time of registration, the beginning of each school year, upon diagnosis, and at any time there is a change in the student's serious medical condition(s).
- c) Keep records of communication with parents/guardians requesting the School District No. 23 Medical Alert Planning Form, or the BC Ministry of Education and Child Care Anaphylactic Student Emergency Procedure Plan, and the School District No. 23 Request for Administration of Medication at School Form.

**NOTE:** After three attempts to obtain the **mandatory** School District No. 23 Medical Alert Planning Form, or the BC Ministry of Education and Child Care Anaphylactic Student Emergency Procedure Plan and the School District No. 23 Request for Administration of Medication at School Form from parents/guardians and the required forms are not returned, the parents/guardians must be notified that the Standard Procedure of Care will then be in place; for example, 911 will be called if there is a concern for the student's safety, health and well-being.

- d) Collaborate with the parents/guardians, the Public Health Nurse and the student in the implementation of the School District No. 23 Medical Alert Planning Form, or the BC Ministry of Education and Child Care Anaphylactic Student Emergency Procedure Plan and the School District No. 23 Request for Administration of Medication at School Form during the school day and after-hours school-related activities.
- e) Ensure any school (staff, teachers, coaches, supervisors, etc.) who are directly supervising the student are well versed regarding the **mandatory** School District No. 23 Medical Alert Planning Form, or the BC Ministry of Education and Child Care Anaphylactic Student Emergency Procedure Plan and the School District No. 23 Request for Administration of Medication at School Form.
- f) Provide information to all school staff so they are visually familiar with students diagnosed with anaphylaxis and/or other serious medical conditions. Display the student's Medical Alert Photo ID in an appropriate place, while ensuring confidentiality.
- g) Ensure school staff know the locations of the student's medication(s). It is recommended that students who demonstrate a level of maturity regarding their anaphylaxis and/or serious medical condition(s) carry medication(s) for immediate availability.
- h) Establish a recording system to notify parents/guardians when medication(s) is expired and needs replacing.

- i) Provide, on an annual basis, a copy of the School District No. 23 Medical Alert Planning Form or BC Ministry of Education and Child Care Anaphylactic Student Emergency Procedure Plan and, if applicable, the School District No. 23 Request for Administration of Medication at School Form for each student who is a registered rider to the Manager of Transportation by November 1st.
- j) Provide a safe, appropriate, and unlocked storage area for epinephrine auto-injectors and/or other equipment and medication(s), including provisions for school-authorized field studies. It is recommended that students who demonstrate a level of maturity regarding their serious medical condition carry medication(s) and supplies for immediate availability.

**NOTE:** For each student who requires assistance, an established medication administration process that includes a medication record must be followed. A record of all medication administered must be recorded by name, date, time of day, amount of medication administered by whom, and initials of the staff who assisted with medication.

- k) Assure that the **mandatory** School District No. 23 Medical Alert Planning Form, or the BC Ministry of Education and Child Care Anaphylactic Student Emergency Procedure Plan, and the School District No. 23 Request for Administration of Medication at School Form are stored in the student's file.
- l) Ensure the Anaphylaxis Poster is placed in visible locations in the school.
- m) Provide information for any Teachers Teaching on Call (TTOC) supervising a student(s) diagnosed with anaphylaxis and/or a serious medical condition(s).
- n) Collaborate with parents/guardians to maintain an allergy-safe environment.
- o) Communicate with parents/guardians if any changes to the school/classroom environment may create health concerns for a student diagnosed with anaphylaxis and/or a serious medical condition(s). This may include careful consideration in the school/classroom for life-threatening allergies.

## Definitions

**Standard Procedure of Care:** Definition of Standard Procedure of Care from Canadian Public Health Association: *Standard of Care is only relevant when a Duty of Care is established. The Standard of Care speaks to what is reasonable in the circumstances.*)

**Relevant Board Policy: 435, 435A, 435R, F436.1, F436.2**

Developed by: District Principal - Inclusive Education Services

Date Agreed: October 29, 2024

Date Amended:

Related Documents: Quick Reference Guide for Students Who Have Medical Alerts/Anaphylaxis Conditions