

EPINEPHRINE VIA AUTO INJECTOR PROTOCOL

For students with life threatening allergies

Consistent with school policy and in accordance with M.G.L. 105 CMR 210.00 , students may self administer certain emergency relief prescription medication provided that certain conditions are met. For the purposes of the protocol and M.G.L. 105 CMR 210.000, "self administration" shall mean that the student is **able to recognize the need for and consume, administer or apply prescription medication in the manner directed by the licensed prescriber, without additional assistance or direction.**

Epinephrine via auto injector is considered to be an emergency relief medication.

When a student enters into the Sandwich Public Schools (SPS) whether as a Kindergarten student or a transfer from another district, and is identified as being diagnosed with a life threatening allergy, the following actions will take place to provide a safe environment for the student to attend school. Individual modifications will be implemented based on the severity of the allergic response as documented by the physician and in accordance with any existing 504 plan or Individualized Education Plan. Modifications for a specific student cannot infringe upon the civil rights of other students in the school.

Individual Health Care Plans / Emergency Action Plans:

- At a student's initial entry into SPS the building nurse will reach out to meet with a parent/guardian via phone, virtual meeting platform or in person, to discuss the students diagnosis and accommodations.
- The nurse will request from the parent written documentation from a licensed health care provider clarifying the nature of the allergy and prescribed treatment
- It is highly recommended that the parent/guardian work with the licensed health care provider to create and provide an Emergency Action Plan which can then be presented to the school nurse(s) and incorporated into the Individual Health Care Plan (IHCP).
- After meeting with the parent/guardian and receiving and reviewing proper documentation from a licensed health care provider the building nurse will develop an IHCP outlining the following:
 - Current valid emergency phone numbers
 - Plans for all field trips
 - Storage site for the epinephrine
 - Plan for notification of appropriate staff (teachers / transport / dietary)

The parent/guardian will:

- Provide all relevant documentation from a licensed medical provider and update said documentation annually or as changes occur in diagnosis or treatment
- Provide medication orders from a licensed medical provider and supply all ordered medications

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- Review and sign or review and make changes to the IHCP. Return signed approved IHCP to the school nurse
- When a student is new to the district and does not have a photo on file, the parent/guardian will be asked to provide a small photo to be used for identification purposes on the medicine and IHCP
- Contact and develop a plan with any and all staff involved in any before or after school programs/clubs/child care. *Nursing staff is only present during official union contracted school hours.*
- Ensure that dietary account record and PowerSchool student record are up to date and correct with regards to students medical conditions, allergies and valid contact information

TRAINING

The nurse will:

- Train appropriate and willing staff members in the administration of epinephrine via auto injector no less than annually and offer refresher trainings throughout the school year for staff;
- Maintain documentation of staff training in the health office;
- Notify appropriate staff of the presence of a student with a life threatening allergy in their class at the start of each school year, or if class assignments change throughout the school year;
- Provide the student with developmentally appropriate education about allergy symptoms, notifying an adult, seeking assistance and other school related factors pertaining to a life threatening allergy.

Classroom teachers will:

- Remind students frequently not to share food items;
- Not provide food to students;
- Ensure desks / tables are cleaned thoroughly after snack time or other student food consumption episodes;
- At the elementary school level: discuss with students the “allergen aware” lunch tables and encourage student peers to accompany peers with allergies when seated at these tables in the cafeteria;
- Contact the building nurse immediately if a student presents with signs of or complains of symptoms of an allergic reaction.

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ENVIRONMENTAL CONTROLS

Elementary schools:

- At the request of a parent/guardian of a student with a life threatening allergy a letter may be sent home to the entire class notifying the parents/guardians of the presence of a life threatening allergy and requesting that the allergen not be sent in to school to be consumed during snack time in the classroom;
- An allergen aware table will be made available to any student who is diagnosed with a life threatening allergy. It is at the discretion of the parent / guardian to determine if the student will be seated at this table.
- The sale of food, for fundraising purposes, will not occur during school hours.

All schools:

- Custodial staff will be notified immediately of the presence of insect hives in the school building or on school grounds;
- Custodial staff will work to maintain an insect hive free atmosphere for all students and staff;
- Cafeteria staff / custodial staff / school staff will provide proper cleaning of tables after eating periods using appropriate cleaning products;
- Food will not be provided to students for consumption by anyone except cafeteria, social work and nursing staff;
- Food will not be used in any school sponsored project or assignment without the prior approval of the building administration and the review by and consultation with the building nurse(s).

TRANSPORTATION

- Parents/guardians will be encouraged to meet with their child's bus/van driver and notify them of the child allergy and plan for emergency response;
- Nursing staff will offer to provide epinephrine administration training to all transportation staff annually.

Transportation vehicles (i.e. vans and buses do NOT carry a supply of epinephrine)

FIELD TRIPS

- In conjunction with the [School Committee approved field trip policy IJOA](#) nursing will be notified of pending field trips immediately after the approval of the School

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Committee and / or the building Principal allowing for sufficient time to plan for the carrying and administration of epinephrine on the field trip;

- A student who is diagnosed with a life threatening allergy and prescribed epinephrine must have access to the epinephrine on a field trip;
- Initially a parent / guardian will be offered a chaperone position on the field trip to serve as epinephrine administrator, if a parent/guardian of the student is not attending the field trip the parent/.guardian will be asked to approve of the delegation of carrying and administering the epinephrine to a trained member of the teaching staff. Once the parent.guardian provides permission for delegation the appropriate teaching staff will be identified, trained in epinephrine administration and will carry and administer (if necessary) the epinephrine via auto injector on the field trip;
 - In the event that a parent does not consent to the delegaiton of epinephrine to non-medical school staff, all attempts will be made to secure a Registered Nurse to attend the field trip with the child;
 - In the event that a parent / guardian is not available and does not consent to delegaiton and there is no nurse avaiable to attend the field trip, the field trip will be cancelled;
- If the child has orders and the proper documentation to be permitted to self carry and self administer epinephrine, the student will be permitted to do so on the field trip and the staff member coordinating the trip will be notified
 - The student will meet with the school nurse immediately prior to departure on the field trip to review epinephrine administration directions, the signs and symptoms of allergic reaction and for the nurse to verify that the student does indeed have an unexpired valid epinephrine auto injector on his/ her/ their person;
- Staff coordinating said field trip will be given and will carry on the field trip a copy of the student's Emergency Action Plan (EAP) and/or Individual Health Care Plan (IHCP) containing emergency contact numbers for parents/guardian and instructions for activating EMS and initiating transport to the nearest emergency care facility;
- The epinephrine autoinjector should be properly stored on the field trip:
 - Out of the access of other students
 - Avoiding extreme heat or cold
 - In an easily accessible location to the designated administrator
 - In the properly labeled container

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SELF CARRY AND SELF ADMINISTRATION OF EPINEPHRINE

- Ultimately the approval for a student to self carry and self administer epinephrine via auto injector in school lies with the student's licensed care provider and the school nurse;
 - A student must be developmentally and cognitively able to recognize the signs and symptoms of anaphylaxis and administer the epinephrine and activate EMS services without intervention or guidance by another person;
 - If a student and their parent/guardian wishes to have the student self carry and self administer epinephrine via auto injector while in school:
 - The parent / guardian must provide a written, dated and signed order from a licensed healthcare provider, including the statement that the student is capable of self carry and self administration along with a copy of the students Emergency Action Plan as created in conjunction with the licensed care provider;
 - The parent / guardian must review, agree to and sign the Parent Agreement for Self Administration of Epinephrine in School form which will be provided by the building nurse;
 - The student must review, agree to and sign the Student Agreement for Self Administration of Epinephrine in School form which will be provided by the building nurse;
 - The student will meet with the school nurse at least once but likely more often, to review proper storage and use of the autoinjector along with a review of actions to take in the event of allergen ingestion and / or signs and symptoms of an allergic reaction;
 - Appropriate school and transportation staff must be notified that the student is carrying medication on their person;
 - All documentation must be resubmitted annually at the start of the school year;
 - The building nurse may decline to permit self carry and self administration for any student who is unable to recognize the signs and symptoms of allergic reaction, is unable to demonstrate proper use of an auto injector or any student who is otherwise found to be engaging in unsafe practices with the medication;
 - It is highly recommended that a backup supply of epinephrine be maintained in the health office.

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- Under state law students are not permitted to self carry or self administer antihistamine medications for treatment of allergy symptoms or allergic reactions. If a student has an order for an as needed antihistamine it must be stored in the health office and administered by the building nurse after thorough assessment.

Antihistamines do not take the place of epinephrine in an anaphylactic response

RISK REDUCTION

- The nurse will have a means of communications with staff during outside activities (I.e. PE, recess);
- The nurse will educate students on allergen avoidance;
- The nurse will educate students on the signs and symptoms of allergic / anaphylactic reactions;
- The food services director will maintain a website listing food offerings and common allergens for the school provided meals;
- The food services director will ensure that cafeteria staff / school staff are trained frequently in cleansing and maintenance of allergen aware tables;
- The food services staff will use an electronic system based off of student ID numbers to identify student food allergy information provided by parent / guardians and verified with school nursing staff.
- The food services staff will take steps to remove food allergens from the students lunch tray prior to consumption if identified.

Protocol reviewed and approved by school physician:

_____Richard Bloom MD (original signature on file)_____
Richard Bloom, MD

_____10/19/22_____
Date

Protocol reviewed and approved by School Nurse Department Head:

_____Nicola Bordelon, RN_____
Nicola Bordelon, BSN, RN

_____10/19/22_____
Date