

ALLERGIC REACTION

“Clear the Halls”

DATE / /

Many students and staff are allergic to certain foods or food additives or may develop a dangerous reaction to prescription medicine or other chemicals/substances. Consistent with school board policy and the Family Educational Rights to Privacy Act (FERPA), school administration, in conjunction with the school nurse, should provide every staff person who routinely interacts with students or staff known to have food or other allergic reactions, with an Emergency Care Plan that includes student/staff names, parent/guardian/relative names, phone numbers and allergic symptoms as well as appropriate first aid measures.

√	TIME	WITNESS/REPORTED BY	NAME OF CONTACT	CONTACT NO.
√	TIME	PRIORITY PROCEDURES	NAME OF CONTACT	CONTACT NO.
		Check for a medical alert tag		
		Contact the school nurse immediately		
√	TIME	SCHOOL NURSE	NAME OF CONTACT	CONTACT NO.
		Check for Medical Alert Tag/Emergency Care Plan information for individual		
		Direct someone else to call 911 if needed, and inform the principal		
		Monitor and maintain ABC's (Airway—Breathing—Circulation) as needed		
		Administer Epinephrine (dosage as prescribed by physician) as appropriate		
		Administer oral Diphenhydramine (dosage as prescribed by physician) as appropriate		
		Administer oral steroid (dosage as prescribed by physician) as appropriate		
		Continue to observe student or staff member		
		Transport to emergency room with EMS for further treatment, if necessary		
		Notify physician		
		Tell parents to carefully watch child for next 24 hours and contact physician at first sign of any delayed allergic reaction		
		Complete an incident report and file in principal's office		
√	TIME	PRINCIPAL OR DESIGNEE	NAME OF CONTACT	CONTACT NO.
		Contact parent(s)/guardian(s)/designated family member		

