

# Allergy care at school checklist

From medication to care plans to education, the school needs to be prepared to provide care for students with allergies throughout the year. What's important to do before the first day of school? During the school year? At the end of each school year? Are the tasks the same for each new school year?

## Before the first day of school:

- Identify students who are at risk for anaphylaxis. Anaphylaxis can be life-threatening.
- Set up a medication system for emergency medications
  - Include a method to track medication expiration dates
  - Determine if students will self carry their medication
  - Plan for transporting emergency medications in the event of a building evacuation
- Meet with parents to build a trusting relationship and obtain:
  - Medication orders
  - All needed school forms
  - Medication
  - Anaphylaxis Emergency Plan
  - Reliable emergency contact information
- Communicate with staff to alert them to student health needs
- Review signs of allergies with all staff, post signs and symptoms in classroom (over the phone works really well)

## Life-Threatening Allergy Symptoms

### A Guide for School Staff

Does the student have a known allergy?

Was the student exposed to something that he or she is allergic to?

Could the student be experiencing a first allergic reaction or reacting to hidden allergens?

Symptoms (may be severe or in combination):

**Trouble breathing**

**Hoarse voice**

**Diarrhea/crampy pain**

**Hives or swelling**

**Nausea/vomiting**

**Dizziness/fainting**

**Tightness of the throat**

**Abdominal pain**

**Feeling of doom/  
confusion**

If you identify a student who has symptoms of a life-threatening allergy – provide emergency care, including an epinephrine auto-injector IMMEDIATELY.

*Do not delay treatment. Get help.*

*If a school nurse is not available, call 911.*

*Do not leave the student alone.*

- Provide staff education as needed
- Touch base with students who are at risk for anaphylaxis to discuss management of their health condition at school
- Assess their ability for self-care and self-medication
- School nurse to write Individualized Healthcare Plan or other school health care plan as needed with family and student input.

## During school year

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- Touch base with students with allergies to discuss management of their health condition at school.
  - Assess their ability for self-care and self-medication.
- Obtain medications, medication orders and Emergency Care Plan if not previously completed.
- Track expiration dates for medications.

## At the end of the school year:

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When parent picks up medication stored at school:

- Return unused medication
- Provide medication and treatment forms and plans to be completed for the next year
- Remind the parent to make an appointment with the doctor to be sure to get a health update and forms completed (doctors' offices get VERY BUSY close to the start of school) for their child.
- Discuss progress made in self-management and encourage continuation at home