

A Checklist for Secondary Schools

While it is impossible to create a risk-free environment, school staff and parents can take important steps to minimize potentially fatal allergic reactions. Accurate records, written protocols, staff education and parental support should all be considered. Use this checklist to develop and implement your school's plan.

- Ensure that students' medical information forms are current.
- Develop an emergency protocol with the assistance of the parent and the student who has a severe allergy (see Emergency Treatment Plan).
- Review student emergency protocols each year for accuracy.
- At the beginning of each school year remind students with severe allergies to provide the office with information about their specific allergy.
- Include an article about allergies and anaphylaxis in your first newsletter to educate parents and students (see sample Article for Parent Newsletter).
- Work with the Public Health Nurse assigned to your school to update and train staff annually about:
 - Understanding allergies and their potential severity
 - Recognizing symptoms of an anaphylactic reaction
 - Administering the epinephrine auto-injector
 - Reviewing the emergency treatment plan
 - Identifying measures to avoid allergens (i.e. cross contamination of foods).
- Establish an allergen-safe section in the cafeteria or another area of the school if necessary.

Adapted from material developed by Middlesex-London Health Unit in collaboration with the Allergy Asthma Information Association and may be reproduced without permission provided that Middlesex-London Health Unit is properly acknowledged as the source. Revised September 2008 by WECHU.