



The Red River Valley School Division Board of Trustees believes that a continuum of supports, including health care services must be available to meet the diverse needs of students.

Red River Valley School Division endorses and supports the guidelines and procedures outlined in the provincial Unified Referral and Intake Systems Manual (URIS). Application and implementation of URIS plans will follow procedures as stated in the divisional *"URIS Group B procedures for K to 12 schools."*

Students with level A or B health needs will follow procedures as stated in the student's Health Care Plan.

See Administrative Procedure G11 - Administering Medicines to Students

To minimize the risk of exposure, and to ensure rapid response to an emergency, parents/guardians, children, and school personnel must all understand and fulfill their responsibilities. The inter-relatedness of these roles is vital, for failure of any group to respond appropriately will negatively impact upon others.

Roles and Responsibilities

Responsibilities of the student with a life-threatening allergy

1. Take as much responsibility as possible for avoiding allergens, including checking labels and monitoring intake (developmentally appropriate).
2. Eat only foods brought from home.
3. Wash hands before and after eating.
4. Learn to recognize symptoms of an anaphylactic reaction (developmentally appropriate).
5. Promptly inform an adult, as soon as accidental exposure occurs if symptoms appear (developmentally appropriate).
6. Wear a medical identification bracelet.
7. Keep an auto-injector on their person at all times (i.e., fanny pack developmentally appropriate).
8. Know how to use the auto-injector (developmentally appropriate).

Cross Reference:

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Responsibilities of the Parent/guardian of a child with a life-threatening allergy

1. Identify their child's allergies and needs to the school and provide updates as needed throughout the school year to the school or URIS nurse.
2. Ensure that their child has and carries an up-to-date auto-injector.
3. Ensure their child has and wears a medical identification bracelet.
4. Participate in the annual development of the Health Care plan (i.e., Sign URIS application and Health Care plans).
5. Submit all necessary documentation as required.
6. Provide the school with adrenaline auto-injectors (pre-expiry date).
7. Ensure the auto-injectors are taken on field trips.
8. Be willing to provide safe foods for their child, for special occasions.
9. Provide support to the school and staff as required.
10. Teach their child (developmentally appropriate):
 - To recognize the first signs of an anaphylactic reaction.
 - To know where their medication is kept and who can get it.
 - To communicate clearly when they feel a reaction starting.
 - To carry his/her own auto-injector on their person (i.e., fanny pack).
 - Not to share snacks, lunch or drinks.
 - To understand the importance of hand washing.

Responsibilities of the School (Principal and Support Personnel)

1. Ensure a Health Care Plan, which includes an Emergency Response plan, is completed and reviewed annually for each student with a life threatening allergy. Follow the procedures as outlined in the divisional document 'URIS Group B procedures for K to 12 schools' regarding the Health Care plan application and implementation process.
2. Identify a contact person to liaise with the URIS nurse.
3. Ensure the parents of an anaphylactic child are aware of relevant policies and procedures.
4. Have Health Care plans easily accessible to staff.
5. Maintain up-to-date emergency contacts and telephone numbers.
6. Ensure staff, who regularly work with students requiring auto-injection, have received instruction in the use of the auto-injector.
7. Ensure safe procedures are developed for field trips and extra-curricular activities.

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Responsibility of the Classroom Teacher

1. Discuss anaphylaxis with the class in age appropriate terms.
2. Encourage students not to share lunches or trade snacks.
3. Choose allergen-free foods for classroom events.
4. Reinforce hand washing before and after eating.
5. Leave Health Care Plan of the anaphylactic child in an organized, prominent and accessible format for Substitute Teachers.
6. Ensure auto-injectors are taken on field trips and emergency response plans are considered when planning the trip.

Responsibility of the Bus Driver

1. Attend URIS in-service sessions organized by the Transportation Coordinator.
2. Carry a copy of the Health Care plan on the school bus.
3. Ensure that an auto-injector is available and accessible when the student is on the bus.

Responsibility of Parents

1. Respond cooperatively to requests from the school to eliminate allergens from packed lunches and snacks.
2. Participate in Parent information sessions.
3. Encourage children to respect the child with known risk of anaphylaxis.
4. Inform the teacher prior to distribution of food products to any children in the class/school.

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