



Cascade Christian School Society
Board Policy Manual

Policy No. 7060

Subject: Anaphylaxis

Revision Date: November 26, 2025

Cascade Christian School is committed to safeguarding students with life-threatening allergies. This policy outlines the required processes for identifying anaphylactic students, maintaining accurate records, educating staff and families, and responding effectively in emergencies.

Definition of Anaphylaxis

Anaphylaxis is a sudden and severe allergic reaction, which can be fatal, requiring immediate medical emergency measures be taken. [*BC Anaphylactic and Child Safety Framework*](#)

Signs and symptoms

A severe allergic reaction can occur within minutes of exposure to an offending substance. Reactions usually occur within two hours of exposure, but in rarer cases can develop hours later. Specific warning signs as well as the severity and intensity of symptoms can vary from person to person and sometimes from attack to attack in the same person. [*BC Anaphylactic and Child Safety Framework*](#)

Procedures for Anaphylactic Students

1. Identification of Anaphylactic Students
 - a. Parents/guardians must report any life-threatening allergies at registration.
 - b. Updated medical information must be provided annually or as changes occur.
 - c. The school will maintain a current list of all anaphylactic students.
2. Student Records
 - a. Medical alert information for an anaphylactic student will be listed in the inclusion section on the Permanent Student Record.
3. Emergency Form and Information
 - a. An individualized emergency form will be created for each anaphylactic student.
 - b. Each emergency form will include a student photo, allergy details, emergency steps, and medication location.

- c. Each emergency form will be reviewed annually and shared with appropriate staff.
- 4. Education
 - a. Families of anaphylactic students will be encouraged to use Medic Alert identification.
 - b. Students, parents, and staff will be informed of the school's expectations for reducing exposure to known allergens, including adherence to nut-free classroom guidelines.
 - c. Staff will receive training on identifying anaphylaxis and administering emergency medication (epi-pen) at the beginning of every school year.
- 5. Medication Storage and Administration
 - a. Emergency medication will be stored in accessible, secure locations known to staff.
 - b. Students capable of self-carrying medication may do so with parent/guardian consent.
 - c. Parents/guardians must provide current medication and replacements.
- 6. Administration
 - a. Employees may administer medication with parent/guardian preauthorization.
 - b. In an emergency, any employee may administer medication in good faith to protect the student, even without preauthorization.
 - c. Emergency medical services will be contacted immediately after administration.
- 7. Monitoring and Reporting
 - a. The principal or office staff will document all anaphylactic incidents.
 - b. The principal will report a summary of any significant incidents to the school Board.
- 8. Policy Review
 - a. This policy will be reviewed regularly to ensure compliance with current legislation and best practices.

These procedures are derived from the [Anaphylaxis Protection Order](#) and [BC Anaphylactic and Child Safety Framework](#).