CATHOLIC DISTRICT SCHOOL BOARD OF EASTERN ONTARIO

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# Letter to Parents/Guardians: Requesting EpiPens® or neffy®

Dear Parent(s) and / or Guardian(s),

As part of our annual review of student medical needs, we would like to highlight some important practices in supporting the safety of your child.

The safety of our students is our first priority, and it is a shared responsibility between the school, the parents and the student. The onus for taking precautions rests increasingly with the individual student as they progress in age and maturity. While it is impossible to create a risk-free environment, steps can be taken to minimize risk for those students with life-threatening allergies. As per the Board's Administrative Procedure - *Anaphylaxis: Reducing the Risks,* schools are responsible for creating a school-wide Anaphylaxis Prevention and Management Plan, which includes:

a. Sharing information and creating awareness.
b. Developing reasonable procedures for avoidance of potential life-threatening allergic reactions.
c. Executing appropriate emergency procedures.

Also under this Administrative Procedure, parents/guardians are responsible for sharing updated information on their children's life-threatening allergies or medical conditions with the school, and for co-creating a Plan of Care for their child with the school staff. They are responsible for ensuring that their child has a medical alert bracelet or necklace. Students with life-threatening allergies are required to carry their prescribed epinephrine auto injector (e.g., EpiPen® or neffy®) on their person at all times. Further, parents/guardians are required to provide the school with a second epinephrine auto injector which will be kept in an accessible location in the school. Epinephrine auto injectors for individuals under the age of 24 are covered by their OHIP, as of January 1, 2018, with a prescription.
Parents are also responsible for the safe drop off of the medication at the school, for ensuring it has not expired and for picking the medication up at the office at the end of the school year.
Thank you for your cooperation and support in keeping our children safe at school. Please do not hesitate to contact me should you have any questions.

Yours Truly,

The Catholic District School Board of Eastern Ontario