

**NANAIMO LADYSMITH PUBLIC SCHOOLS**

**BUSINESS COMMITTEE  
PUBLIC MEETING**

**INFORMATION SHEET**

DATE: May 11, 2022  
TO: Business Committee  
FROM: Mark Walsh, Secretary-Treasurer and Kerri Steel, Director of Instruction – Inclusive Education  
SUBJECT: Administrative Procedure 332- Anaphylaxis/Allergies

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**Background**

As part of the District's ongoing process of ensuring the currency and legislative compliance Administrative Procedure 332 – Anaphylaxis/Allergies (the AP) has been updated and its scope expanded. This memo outlines the notable changes.

**Discussion**

Signs and symptoms of a severe anaphylactic and allergic reactions can occur within minutes of exposure to an offending substance. Specific warning signs as well as the severity and intensity of symptoms can vary from person to person and sometimes from reaction to reaction in the same person.

The current AP reflected only anaphylactic responses it has been updated to provide staff with information regarding appropriate preventative measures and responses when providing support to students with other allergies.

There are several key updates to this revision:

- The name of the AP has been changed from “Anaphylaxis” to “Anaphylaxis/Allergies”
- Definitions for allergies and food intolerances have been added
- Updates were made to the section on Parent Responsibilities, to ensure staff and parents know how and what should be communicated regarding a student and their individual needs
- The section on Allergies and School Activities has been expanded:
  - to provide specific guidance for classroom teachers with respect to the documentation of allergies, to ensure visitors such as TTOCs are aware of the student's needs and appropriate measure to take
  - to provide guidance with respect to classroom activities, to ensure a respectful and inclusive approach is taken to activities where the class may be sharing food or treats

**Appendix A:** Revised AP – 332 – Anaphylaxis/Allergies