

 BRANDON UNIVERSITY	Severe Allergy Prevention and Control	Approved by: President's Administrative Council Administered by: Vice-President (Administration & Finance)
Administrative Policy	First Approved: December 19, 2018	Updated:

Brandon University (“the University”) is committed to providing a safe, healthy and productive campus environment for students, staff, faculty and visitors.

1.0 Scope

This policy applies to all students, staff, faculty and visitors to the University.

2.0 Policy

The health and wellness of students, staff, faculty and visitors is of primary concern to the University. Brandon University is committed to:

- Providing individuals with severe allergies with the information they need to assist them to self-disclose and access supports and/or accommodations to manage their allergy;
- Increasing the campus community’s awareness of the existence of severe allergies and how to support students, staff, faculty and visitors with severe allergies to reduce the likelihood of a reaction;
- Promoting the appropriate response in the event of a reaction; and,
- Working to reduce the likelihood of a life-threatening allergic reaction on campus through enhanced education and services.

3.0 Definitions

3.1 **Severe Allergy** - Allergies to food, insect stings, medication, latex, animals, inhalation irritations and other substances can trigger a potentially life-threatening allergic reaction (anaphylaxis).

3.2 **Anaphylaxis** – The most serious type of allergic reaction that can include two or more of the following body systems.

3.2.1 Skin (dermatitis) – irritation, rashes/hives, swelling (face, lips, tongue), itching, warmth, redness.

3.2.2 Respiratory (breathing) - coughing, wheezing, shortness of breath, chest pain or tightness, throat tightness, hoarse voice, nasal congestion or hay fever-like symptoms (runny, itchy nose and watery eyes, sneezing), trouble swallowing.

3.2.3 Gastrointestinal (stomach) – nausea, pain or cramps, vomiting, diarrhea;

- 3.2.4 Cardiovascular (heart) – paler than normal skin colour/blue colour, weak pulse, passing out, dizziness or light headedness, shock.
- 3.2.5 Other: anxiety, sense of doom (the feeling that something bad is about to happen), headache, uterine cramps, metallic taste.
- 3.2.6 Low blood pressure, in the absence of other symptom, can also represent anaphylaxis.

4.0 Accountability

The Vice-President (Administration and Finance) and Vice-President (Academic & Provost) are responsible for the communication, administration and interpretation of this policy.

Each department will develop and maintain clear, consistent procedures outlining how their units will inform, support and respond to individuals with severe allergies.

5.0 Review

Formal review of this policy will be conducted every three (3) years with the next scheduled review date December 2021. In the interim, this policy may be revised or rescinded if the President deems necessary or if there are changes within legislation that requires such.

6.0 Previous Policies

Not applicable

7.0 Reference

7.1 Sources

- Queen’s University. Severe Allergy Policy. 2016.
- University of Calgary. Allergy Prevention and Control. 2015.

7.2 Related documents and information

- Brandon University Accessibility Policies & Procedures
<https://www.brandonu.ca/ama/buaccessibilitypolicies/>
- Academic Accommodation for Students with Disabilities Policy
<https://www.brandonu.ca/ama/files/SAS-Academic-Accommodation-Policy.pdf>
- Academic Accommodation for Students with Disabilities Procedure
<https://www.brandonu.ca/ama/files/SAS-Academic-Accommodation-Procedure.pdf>
- Workplace Accommodation Policy
<https://www.brandonu.ca/ama/files/Accommodation-Policy.pdf>
- Workplace Accommodation Procedure
<https://www.brandonu.ca/ama/files/Accommodation-Procedure-approved.pdf>

- Food Allergy Canada. Post-Secondary Guide. Managing Food Allergies and Anaphylaxis. 2018. <http://foodallergycanada.ca/resources/post-secondary-guide/>
- Food Allergy Canada/Canadian Society of Allergy and Clinical Immunology. Anaphylaxis in Schools and Other Settings, 3rd Edition revised. 2005-16. <http://foodallergycanada.ca/resources/national-guidelines/>
- Brandon University Animal Care <https://www.brandonu.ca/research/committees/buacc/>
- Canadian Council on Animal Care (CCAC) <https://ccac.ca/>

Procedures

1. Self-Disclosure

Individuals may contact the following in order for assistance in accessing support and/or accommodation to manage a severe allergy,

- Dean, Unit Head or Director for a Faculty, Unit or Department.
- Office of the Vice-President (Academic & Provost) at downeys@brandonu.ca or (204) 727-9712 for inquiries related to academic and/or research activities.
- Director, Business Operations at smale@brandonu.ca or (204) 727-9723 for inquiries related to Food Services, Residence Services and Ancillary Services.

2. Managing a severe allergy on campus

Deans, Unit Heads and Directors must provide individuals, who disclose having a severe allergy, with the information and support they need to manage their allergy on campus. Individuals who self-disclose severe allergies will be directed accordingly.

- An employee should be referred to Human Resources to be advised of the Workplace Accommodation Policy and Procedures. For inquiries, contact the Chief Human Resources Officer or designate at hr@brandonu.ca or (204) 727-9782.
- A student should be referred to Student Accessibility Services to be advised of Student Academic Accommodation Policy and Procedures. For inquiries, contact magnussonm@brandonu.ca or (204) 727-9759.
- A visitor to the University should be directed to the Office of the Vice-President (Administration & Finance). For inquiries, contact smale@brandonu.ca or (204) 727-9723.

3. If you suspect an individual is having a severe allergic reaction, call 911.

Signs of allergic reactions:

- a) Contact dermatitis - itching, dryness, irritation – appears at time of exposure and recedes when exposure stops. Not a true allergy but irritation often connected with the use of latex gloves.
- b) Delayed type contact hypersensitivity – itchy streaks, lumps or rashes that appear 24-48 hours after exposure, persist and may progress to oozing blisters and spread from initial area. For example, poison ivy, latex gloves, European primrose.
- c) Immediate hypersensitivity – more serious allergy, can be triggered by very low levels of allergen, starts within minutes of exposure and varies.
- d) Mild dermatitis (skin redness, itching and hives).
- e) Moderate - upper respiratory symptoms (itchy eyes, scratchy throat, sneezing, postnasal drip).
- d) Severe – asthma (difficulty breathing, coughing spells, wheezing, tightness in chest).
- e) Life threatening – shock (like in a severe bee sting allergy) and collapse.

All Administrative Policies and Procedures are available in PDF format at

<https://www.brandonu.ca/vp-finance/policies/>

Alternate formats are available upon request by contacting the Office of the Vice-President (Administration & Finance) at admin.finance@brandonu.ca or (204) 571-7850.