

Procedure No. VI-69

Heart Conditions: Cardiac Rhythm Disorders, Congenital Heart Disease, Sudden Arrhythmia Death Syndrome (SADS)	
Adopted: May 21, 2013	Last Reviewed/Revised: February 3, 2025
Next Scheduled Review: 2027-2028	
Associated Policies & Procedures: II-42 Medical Conditions VI-68 Medications – Oral (Prescription, Non-Prescription)	

Purpose

To provide Halton Catholic District School Board (HCDSB) school administrators, school staff, appropriate others (e.g., volunteers) with information, requirements and resources to assist students in managing their heart conditions and the recognition of the warning signs of a possible Sudden Arrhythmia Death Syndrome according to the Student Plan of Care.

To provide school staff and appropriate others with strategies of when and how to respond appropriately to an emergency incident according to the Student Plan of Care.

To minimize where possible the risks in the school setting for students and others who are diagnosed with a heart condition.

Application and Scope

This procedure for identified Cardiac Rhythm Disorders, Congenital Heart Disease and Sudden Arrhythmia Death Syndrome management is a guideline to be used by school staff, and appropriate others (e.g., transportation providers, food service providers, volunteers, etc.), to assist students in managing their heart condition and to respond to an emergency situation on school site and/or at off site school/HCDSB approved activities.

References

[Good Samaritan Act](#)

[Ontario Physical Activity Safety Standards in Education \(OPASSE\)](#)

Definitions

Heart Condition (heart disease): refers to any condition that affects the structure or function of the heart.

Sudden Arrhythmia Death Syndrome (SADS): refers to a variety of cardiac arrhythmia disorders which are often genetic and can be responsible for sudden death in young people. It is usually caused by a heart condition that affects the heart's electrical system.

Principles

- The ultimate responsibility for anaphylaxis management rests with the family and the student.
- The goal for all students with a heart condition is to become as independent as possible, as soon as possible, in managing their heart condition. Independence of care also includes opportunities for students to develop self advocacy skills, being supported by school staff who can provide assistance as needed, which will empower students, as confident and capable learners, to reach their full potential for self management of their medical condition(s) according to their Plan of Care.
- The role of the school is to support students with a heart condition to fully access school in a safe, accepting and healthy learning environment as outlined in their Plan of Care, while being aware of confidentiality and dignity of the student along with their well being.

Requirements

The Principal or designate has the responsibility to coordinate communication of information to all school staff and to ensure that appropriate staff and others are familiar with the requirements and expectations of the HCDSB's Heart Conditions: Cardiac Rhythm Disorders – Congenital Heart Disease and Sudden Arrhythmia Death Syndrome (SADS) procedures.

1. A communication plan for the dissemination of information on supporting students with a heart condition to parents/guardians, school staff and others in the community who are in direct contact with students (e.g., transportation providers, food service providers, volunteers, etc.).
2. Training, at minimum annually and reviewed as appropriate, is to be provided for school staff who have direct contact with student to ensure the safety and well being of the student.

The scope of the training should include the following:

- strategies for preventing risk of student exposure to triggers and causative agents
- strategies for supporting inclusion and participation in school

- recognition of symptoms of a medical incident and medical emergency
 - information on school staff supports, in accordance with HCDSB policy
 - medical incident response and medical emergency response
 - documentation procedures
3. A requirement that every school administrator/designate will co-create, review, or update, the Student Plan of Care for a student with a heart condition, following HCDSB approved procedures, in consultation with the parent/guardian, school staff (as appropriate), and with the student (as appropriate), along with any notes and instructions from the student's health care provider;
 4. A requirement that every Principal inform employees and others who are in direct contact on a regular basis with a pupil who has medical condition(s) about the contents of the Student Plan of Care.
 5. A requirement that every Principal ensures that, upon registration, parents/guardians and pupils shall be asked to supply information about a heart condition.
 6. A requirement that every Principal maintain a file of current treatment and other relevant information for each pupil with a heart condition, including a copy of any notes and instructions from the pupil's health care provider, a current emergency contact list and:
 - Student Plan of Care
 - Request and Consent for the Administration of Heart Condition Intervention

RESOURCES

School Administrators (or designate) are to be familiar with and use the following resources in developing a school wide comprehensive heart condition plan:

- HCDSB Heart Condition Protocol
- HCDSB Heart Condition Parent/Guardian Package
- HCDSB Medical Conditions School Administrators Responsibilities Chart
- HCDSB Medical Conditions Staff Responsibilities Chart
- HCDSB Sudden Arrhythmia Death Syndrome Protocol
- Sudden Arrhythmia Death Syndrome Educational Video
- HCDSB AED (Automated External Defibrillator) Awareness Training

All School Staff are to be familiar with, and use, the following resources to support a student in managing their heart condition

- HCDSB Heart Condition Protocol
- HCDSB Medical Conditions Staff Responsibilities Chart

- HCDSB Sudden Arrhythmia Death Syndrome Protocol
- Sudden Arrhythmia Death Syndrome Educational Video
- HCDSB AED (Automated External Defibrillator) Awareness Training

Occasional Teachers are to make themselves familiar with the content of the following resources to be used when supporting a student when managing their heart condition.

- HCDSB Heart Condition Protocol
- HCDSB Medical Conditions Staff Responsibilities Chart
- HCDSB Sudden Arrhythmia Death Syndrome Protocol
- Sudden Arrhythmia Death Syndrome Educational Video

Parents/Guardians

The school administrator/designate is to provide parents/guardians and students the following resources and information that outlines the responsibilities of the parent/guardian and the students:

- HCDSB Heart Condition Parent/Guardian Package (available on the HCDSB website + Parents + Your Child's Health + Medical Conditions + Heart Condition)
- HCDSB SADS Protocol (available on the HCDSB website + Parents + Your Child's Health + Medical Conditions + Sudden Arrhythmia Death Syndrome)

APPROVED: Regular Meeting of the Administrative Council

AUTHORIZED BY: _____
Director of Education and Secretary of the Board