



Guidelines for Managing Students with Food Allergies

Food allergies can be life threatening. The risk of accidental exposure to foods can be reduced in the school setting if schools work with students, parents, and physicians to minimize risks and provide a safe educational environment for food-allergic students.

Family Responsibility

- Notify the school of the child's allergies and past reactions to allergen.
- Work with the school team to develop a plan that accommodates the child's needs throughout the school including in the classroom, in the cafeteria, in after-care programs, during school sponsored activities, and on the school bus.
- Introduce student in person to teacher, school nurse/health assistant, cafeteria personnel, and make sure all appropriate personnel are aware of food allergy.
- Provide two copies of written medical documentation signed by a physician stating the allergy (required one time and must be submitted to the School Health Office and the Cafeteria).
- For students with moderate/severe to life threatening food allergies: Provide a written Food Allergy Action Plan signed by a licensed physician instructions, and medications as directed by a physician. This must be updated annually, at the start of each school year. Include a current small photograph (face shot) of the child on the Action Plan.
- **At the start of each school year and as needed, provide appropriate consent forms and properly labeled medications. Medications should be replaced as needed after use (i.e. epi-pen has been administered) or upon expiration.**
 - Students with potentially life threatening allergies requiring Epi-Pens:
 - **1-2 Epi-Pens should be stored in Health Office, this is essential so that health staff ALWAYS has access to an EpiPen for the student in the event of an emergency.**
 - 1 additional Epi-Pen may be stored by teacher in the classroom (i.e., Grades K-2) and/or carried by student who demonstrates ability to carry it safely (i.e., Grades 3-12).
 - At SPS and SIS only: 1 Epi-Pen may be stored in the Cafeteria (due to the distance of the cafeteria from the school health offices).
 - Provide the school with any necessary antihistamines, nebulizer treatments and tubing/mask, or other medications as directed by a physician, at the start of each school year and as needed.
***** Please note: All medications must be brought to school by an adult and appropriate consent forms need to be completed at the start of each school year. At the end of the year, all medications from home must be picked up on the last day of school by a parent/guardian; otherwise all medications are disposed of after the last day of school.**
- Educate the child as age appropriate, in the self management of their food allergy including:
 - Safe and unsafe foods
 - Strategies for avoiding exposure to unsafe foods
 - Symptoms of allergic reactions
 - How and when to tell an adult they may be having and allergy-related problem
 - How to read food labels (as age appropriate)
- Review policies/procedures with the school staff, the child's physician, and the child (as age appropriate) after a reaction has occurred
- Provide up to date emergency contact information

Student's Responsibility

- Should not trade food with others.
- Should not eat anything with unknown ingredients or known to contain any allergen.



- Should be proactive in the care and management of their food allergies and reactions based on their developmental level.
- Should notify an adult immediately if they eat something they believe may contain the food to which they are allergic.

School's Responsibility

- School Nurse/Health Assistant should review medical information of all current and newly enrolled students.
- Staff education should be provided regarding allergies.
- Staff should be in-serviced regarding Epi-Pens (this may be accomplished through CPR/First Aid Training of appropriate staff).
- Cafeterias:
 - Cafeterias will offer an alternative food option for students with food allergies that are documented by a medical provider. This may be accomplished by offering multiple food options daily in the cafeteria lunch line.
 - All Cafeterias will offer a “peanut allergy aware” lunch line
 - All Cafeterias will offer a “peanut allergy aware” table for students with peanut allergies.
- For students with Medically Documented Non-Life Threatening Food Allergies:
 - Cafeteria and will be notified of food allergies and will offer alternative food options for students with food allergies (see above)
- For students with Medically Documented Life Threatening Food Allergies who have prescriptions for Epi-Pens:
 - Upon parental request/consent, School Nurse/Health Assistant should meet with the school team, parents, and student to determine if a Life Threatening Food Allergy Accommodation Plan is needed.
 - With parental request/consent, the school may offer to implement a Life Threatening Food Allergy Accommodation Plan as needed.
 - The student's classroom may be designated as an “allergy aware” space as needed.
- In the event a student has a **non life threatening allergic reaction**, attempts should be made to notify parents as soon as possible, and student should be treated according to the Allergy Action Plan.
- In the event a student has a **severe and potentially life threatening allergic reaction**, treatment will be given to student according to the Allergy Action Plan and medical orders, which may include, but not limited to: Calling Emergency Medical Services, administration of Epi Pen, administration of an antihistamine as prescribed by a physician such as Benadryl, and parental notification as soon as possible.
- Any time an Epi-Pen is administered, student must be transported to a medical facility by Emergency Medical Services.
- An “Allergy Aware” space is defined as a location where attempts are made to reduce the risk of exposure to peanut products, usually in the classroom and cafeteria.
 - In the cafeteria:
 - The “Peanut Allergy Aware” lunch line will not serve peanut butter and jelly sandwiches (please note: peanut products will still be served in the other lunch lines)
 - The “Peanut Allergy Aware” table is reserved for students with peanut allergies and students with known peanut products in their lunches will not be permitted to sit at that table.
 - In the classroom: A letter may be sent to parents of classmates requesting that they do not send food items containing peanut products to the classroom.