

MANAGING STUDENTS WITH SEVERE ALLERGIES

Severe allergies can be life threatening. The risk of accidental exposure 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 severe-allergic students.

Family's Responsibility

- ❑ Upon enrollment, notify the school nurse and classroom teacher(s) of the child's allergies.
- ❑ Work with the school nurse to develop a prevention 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, as well as a Severe Allergy Emergency Care Plan. A photo may be attached to the plan.
- ❑ Provide written medical documentation, instructions, and medications as directed by a physician, using the school medication form(s).
- ❑ Provide properly labeled medications and replace medications after use or upon expiration.
- ❑ Educate the child in the self-management of his/her allergy including but not limited to:
 - Symptoms of allergic reactions
 - How and when to tell an adult they may be having an allergy-related problem
 - Strategies for avoiding exposure to unsafe foods or other allergens
 - Safe and unsafe foods
 - How to read food labels (age appropriate)
 - How to use an EpiPen
- ❑ Review policies/procedures with the school staff, the child's physician, and the child (if age appropriate) after a reaction has occurred.
- ❑ Provide emergency contact information.

School's Responsibility

- ❑ Be knowledgeable about and follow applicable federal laws including ADA, IDEA, Section 504, FERPA and any state laws or district policies that apply.
- ❑ Review the health records submitted by parents and physicians.
- ❑ Include severe-allergic students in school activities. Students should not be excluded from school activities solely based on their severe allergy.
- ❑ Identify a core team of, but not limited to, school nurse, teacher, and kitchen manager to work with parents and the student (age appropriate) to establish a prevention plan for food allergies. Changes to the prevention plan to promote food allergy management should be made with core team participation.

- ❑ Assure that all staff who interact with the student on a regular basis understand the severe allergy, can recognize symptoms, know what to do in an emergency, and work with other school staff to eliminate the use of allergens in the allergic student's meals, educational tools, arts and crafts projects, or incentives.
- ❑ Review the Severe Allergy Care Plans before an allergic reaction occurs to assure the efficiency/effectiveness of the plans.
- ❑ Coordinate with the school nurse to assure medications are appropriately stored, and that an emergency kit is available that contains a physician's standing order for epinephrine. Medications are to be kept in an easily accessible secure location central to designated school personnel, not in locked cupboards or drawers. Students should be allowed to carry their own epinephrine, if age appropriate, after approval from the students' physician/clinic, parent and school nurse and completion of appropriate school form(s).
- ❑ Designate school personnel who are properly trained to administer medications in accordance with the State Nursing and Good Samaritan Laws governing the administration of emergency medications.
- ❑ Be prepared to handle a reaction and ensure that there is a staff member available who is properly trained to administer medications during the school day regardless of time or location. Additional staff (administration and office personnel) will be trained on the proper administration of an EpiPen.
- ❑ Review policies/prevention plan with the core team members, parents/guardians, student (age appropriate), and physician after a reaction has occurred.
- ❑ School nurse will work with the district transportation director to assure that school bus driver training includes symptom awareness and what to do if a reaction occurs. School nurse will provide transportation director with severe allergy care plan to be distributed to appropriate drivers.
- ❑ Assure that all buses have communication devices in case of an emergency.
- ❑ Enforce a "no eating" policy on school buses with exceptions made only to accommodate special needs under federal or similar laws, or school district policy. Discuss appropriate management of food allergy with family.
- ❑ Discuss field trips with the family of the severe-allergic child to decide appropriate strategies for managing the severe allergy.
- ❑ Follow federal/state/district laws and regulations regarding sharing medical information about the student.
- ❑ Information regarding student allergies will be maintained on the Emergency Care Plan and QSP (Cafeteria Service Software). All information will be transferred to appropriate school personnel prior to the start of each school year.

Student's Responsibility

- ❑ Should tell an adult immediately if he/she may be having an allergy related problem.
- ❑ Should be able to recognize symptoms of allergic reactions
- ❑ 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 his/her food allergies and reactions based on the developmental level.
- ❑ Should notify an adult immediately if he/she eats something or comes in contact with something he/she believes may contain the substance to which he/she is allergic.

(Adopted date: April 16, 2009)