

Timberlane Regional School District
30 Greenough Road, Plaistow, NH 03865-2762

School Guidelines for Managing Students with Life Threatening Food Allergies

Family's Responsibility

- Notify the school of the child's allergy(s), prior to entry into school or immediately after a diagnosis of a life threatening allergy is made.
- Provide emergency information and phone contacts to the school before the first day of school.
- Work with the school nurse to develop a Food Action Allergy Plan and/or Individual Emergency Health Care Plan. Photo will accompany plan as necessary.
- Provide written medical documentation, instructions and medications from the student's doctors as per TRSD policy.
- Replace medications after use or expirations as needed.
- *Provide the teacher with safe snacks for the student during classroom parties or unplanned events involving food.
- Provide information regarding student's allergy to bus driver, bus company, or any staff member facilitating any extracurricular activity and set up a plan with them in case of an emergency.
- Educate the child in self- management of their food allergies including:
 - Safe & unsafe foods
 - Strategies for avoiding exposure to unsafe foods and what to do if the child has been exposed
 - Symptoms of allergic reactions
 - How and when to tell an adult they may be having an allergy related problem
 - *How to read food labels

School's Responsibility

- The School Nurse will review the records submitted by parents and physicians and develop an Emergency Action Plan, and/or Individual Emergency Health Care Plan/504 Plan in coordination with the parent(s) as necessary. These plans will be kept in the student medical file and distributed to all appropriate staff.
- The school nurse will educate school staff on signs & symptoms of severe allergic reactions, food allergy awareness, and Epi-Pen use.
- Food allergy awareness literature, which list signs & symptoms of severe allergic reaction will be made available to all staff.
- The school nurse will review the Emergency Action Plan or Individual Emergency Health Care plan at least one time per year with appropriate staff and make changes as necessary.
- The School Team, consisting of school nurse, food service manager, teacher, principal, etc., will work with parents and student to establish a management plan, i.e. creating an allergen sensitive classroom, lunch room table, etc. as needed.
- The school nurse and/or teacher will educate other students as appropriate in avoiding/endangering exposure of allergens, stigmatizing or harassing classmates with food allergies.
- Include food allergic students in school activities. These students should not be excluded from school activities based solely on their allergies.

Cafeteria

- *Students may sit at an assigned allergen sensitive table, unless parent/doctor requests otherwise. This table will be appropriately marked so that other students and staff will be aware.
- *Cafeteria monitors will be responsible for making sure that lunches of any student sitting at that table are nut/peanut sensitive to the best of their knowledge and ability.
- Cleaning utensils/cloth/bucket etc will be used exclusively for the allergy sensitive table.
- Cafeteria tables will be cleaned before and after use.
- *Students in allergen sensitive rooms will wash/wipe their hands immediately after lunch.
- Epi-Pens will be kept in an easily accessible area as appropriate.
- Lunch menus are available on the school/district website for parents to view.

Classroom

- *Students with life threatening food allergies may be placed in an allergen sensitive classroom as deemed appropriate by the School Team, parent(s) and/or physician.
- *A sign will be posted at the entrance of the classroom indicating allergen sensitive classroom.
- *Food containing the allergen (nuts, etc.) shall not be used in class projects or as manipulative tools.
- *Student should be placed in a classroom with a sink if possible.
- Student should have his/her own cubby/locker when possible.
- *A letter will be sent to parents of the students' classmates before the start of school informing them that the classroom will be allergen sensitive.
- *Additional field trip accommodations should be made as necessary. Parent may be encouraged to accompany the student on field trips.
- *The student should only eat snacks provided or approved by the parent during classroom parties or unplanned events involving food.
- *All students in the allergen sensitive classroom shall wash/wipe their hands after snack in the classroom.
- *Staff will be responsible for making sure that snacks are allergen sensitive snacks to the best of their knowledge and ability. If there is a question, the parent should be contacted with the assistance of the school nurse.

Student's Responsibility

- Should not trade or share food or utensils with others.
- Should not eat anything with unknown ingredients or known to contain allergen.
- Should be proactive in the care and management of their food allergies and reactions based on his/her developmental level. This include learning to recognize early symptoms of reaction.
- Should notify an adult immediately if he/she has eaten/touched something he/she believes may contain the food to which he/she is allergic.
- Should only eat foods provided or approved by the parent.
- Should not eat any foods on the bus per TRSD policy.

* Indicates items that may be suggested if age appropriate.

References:

- Adapted from the School Guidelines for Managing Students with Food Allergies, developed by American School Food Service Association, National Association of Elementary School Principles, National Association of School Nurses, National School Boards Association, The Food Allergy and Anaphylaxis Network. 2014. Foodallergy.org