

## FOOD ALLERGY POLICY

### **Safety Precautions**

- TVSC cafeteria facilities will not restrict serving nut products with the exception of schools where severe anaphylaxis is present.
- In schools where severe anaphylaxis is present, students who pack lunches from home will sit at a designated “packer’s table” within the cafeteria (this will be grade level specific and not affect all students). This table will be sanitized at the end of grade level lunch period. Students in grade who pack their lunches in will wash their hands after lunch in a supervised manner.
- Peanut-free classrooms will be designated according to students who have anaphylaxis reactions. Letters will be sent home to the parents/guardians of students within the classroom explaining the policy and severity of the issue.
- After-school activities (i.e. concession stands) will have peanut products available.
- If a student moves into a school with TVSC who has the ability to have an anaphylaxis reaction (doctor documentation required) the school will implement the safety precautions mentioned above.

### **Develop, implement, monitor, and update a school health services plan for students with food allergies in accordance with privacy/confidentiality laws.**

- Collect information on students with life-threatening food allergies
- Coordinate a process to acquire current student information from healthcare providers and parents.
- Document and keep current parental consent for medication administration.
- Define appropriate health services for students with allergies and train school personnel in the provision of services.
- Implement and follow procedures for self-administration of medication.
- Maintain and update student health records.
- Review standard operating procedures to identify students and revise as needed.

### **Individual written management plans**

- Develop and maintain an individual 504 healthcare plan to include students’ medical needs and accommodations.
- Develop and maintain an emergency care plan and identify and coordinate a food allergy management team to assure a comprehensive and coordinated approach to addressing student needs.
- Designate an individual to establish and monitor plan implementation.
- Maintain incident reports and follow-up.
- Develop medication storage policies, on a case-by-case basis, to support a student’s rights to self-carry and self-administer prescribed medications.

### **Medication protocols: storage, access, and administration**

- Maintain written medication orders for students, including permissions for students to carry and self-administer medications.
- Identify authorized personnel to administer medications.
- Store medications appropriately.
- Request 1 epinephrine auto-injectors from parents.
- Monitor expiration dates on medications.
- Refill/restock medications as necessary.
- Obtain standing order for epinephrine for emergency use, as permitted by law.
- Include epinephrine auto-injectors in emergency first aid treatment kits.
- Document any medication that is administered and notify parent/caregiver when medication is administered.

### **Healthy school environment: comprehensive and coordinated approach**

#### **Classroom**

- Eliminate allergens to the extent possible or designate specific areas and desks to keep free of allergens, as appropriate.

- Avoid using common food allergens in projects/activities and during parties, celebrations, or special events.
- Elicit broad support to limit or reduce identified allergens.
- Implement appropriate hand washing procedures.
- Communicate rules and expectations about bullying related to food allergies.
- Train classroom teachers and other staff on food allergies.
- Train classroom teachers and other staff on food handling and cleaning procedures to prevent cross contamination.

### **Cafeteria**

- Enforce responsibilities of school nutrition staff and contracted food service staff.
- Develop procedures to identify students with life-threatening food allergies.
- Identify specific areas/tables that will be allergen safe.
- Promote hand washing before and after meals.
- Encourage and enforce no trading of food or sharing utensils.
- Be vigilant of “food bullying.”
- Monitor and enforce strict cleaning and sanitation policies and procedures.
- Assign staff trained in administration of epinephrine to food service areas.
- Provide ready access to epinephrine and functional two-way communication devices.
- Train school nutrition staff in allergy awareness.

### **Buses**

- Enforce no eating policies.
- Store epinephrine in a safe, appropriate, secure, yet accessible location.
- Equip all school vehicles with functional two-way communication devices.
- Include bus drivers as members of the food allergy management team.
- Train bus drivers in allergy awareness.
- Require bus companies/personnel be trained on local EMS procedures.
- Assign seating to support safety of students.

### **Extracurricular activities, before-and after-school, field trips, and community use of school facilities**

- Notify food allergy management team members of scheduled field trips for necessary preparation.
- Delegate responsibilities for carrying necessary medications (epinephrine); provide a copy of the student’s individual written management plan and contact information of parent/caregiver, and licensed healthcare provider, and the nearest hospital(s).
- Provide access to functioning two-way communication devices.
- Discourage trading of food and sharing of utensils.
- Promote and monitor good hand washing practices.
- Restrict the use of foods that are known allergens.
- Train before-and-after school coordinators in allergy awareness.
- Train before-and-after school coordinators in basic food handling procedures.
- Promote allergy policy awareness and compliance with outside community members and organizations authorized to use school facilities.

### **Communication and confidentiality**

- Inform personnel of student’s individual written management plan being aware of confidentiality concerns.
- Inform parents and students of their rights regarding food allergy policies and procedures.
- Increase awareness of life-threatening food allergies throughout the school environment.
- Create, maintain, and implement communication systems among school personnel and between school and student’s parents in the event of a food allergy reaction.

### **Emergency Response**

- Written individual healthcare and emergency care plans that outline emergency procedures for managing life-threatening allergic reactions.
- Roles and responsibilities of adults identified to respond to an allergic reaction.
- Responding to a life threatening allergic reaction as part of an “all-hazards” approach.

### **Professional development and training for school personnel**

- District / school policies, procedures, and plans for managing students with chronic health conditions, including food allergy.
- Bullying preventions and responsibility to address and harassment, hazing, or bullying, and enforce consequences.
- Basic information associated with food allergy and anaphylaxis.
- Awareness of food and non-food items that are potential risks.
- Strategies to reduce exposure to identified allergens in the school environment.
- Communication procedures for initiating emergency protocols.
- Proper storage and administration of medications.
- Access to local EMS / 911.
- Strategies to manage individual student privacy / confidentiality.
- Basic Food handling procedures to reduce or eliminate exposure to allergens.
- Additional skill instruction and practice for those assigned to administer epinephrine or likely to be present during an allergic reaction.

### **Awareness education for students**

- Support for classmates with chronic health conditions, such as food allergy.
- Bullying prevention, including reporting any harassment, hazing, or bullying to appropriate personnel, and consequences for bullying.
- Knowledge of potential allergens and signs, symptoms, and potential of a life-threatening reaction.
- Differences between life-threatening food allergy and food intolerance.
- Emergency response actions.
- Developmentally-appropriate self-management of food allergy.
- Importance of following health and wellness policies and guidelines such as hand washing, food sharing, allergenic safe zones, and student conduct.

### **Awareness education and resources for parents / caregivers**

- Basic information associated with food allergy and anaphylaxis.
- District / school policies and procedures for managing students with food allergies.
- Parental responsibilities to provide information and medications for child.
- Access to informational resources on food allergy from credible resources.
- Restrictions to reduce the presence of foods and non-food items in classrooms that have a student with a food allergy.

### **Monitoring and evaluation**

- Collect and review data on when and where mediation was used and the impact on the affected individual.
- Incorporate lessons learned by food allergy management teams.
- Align with current science on food allergies.
- Comply with current state and federal legislation, recommendations, and / or guidelines.
- Verify that health records submitted by parents and licensed healthcare providers are current.
- Determine whether the appropriate personnel received allergy awareness training and are adequately informed, competent, and confident in performing assigned responsibilities.

DATE ADOPTED: