

Plan Outline for Children with Severe Food Allergies

This plan includes:

1. A procedure and treatment plan including responsibilities for school personnel for responding to anaphylactic shock (a severe allergic reaction that can be fatal).
2. A training course for school personnel for preventing and responding to anaphylactic shock.
3. A procedure and appropriate guidelines for the development of an individual emergency health care plan for children with food allergies.
4. A communication plan for intake and dissemination of information on children with allergies that could result in anaphylaxis.
5. Strategies to reduce the risk of exposure to anaphylactic allergens.

In the Classrooms:

- Certain classrooms will be labeled "allergen free" (e.g. Nut-Free Classroom).
- Parents of children with severe allergies will be asked to meet with the teacher, nurse, and administrator to discuss a specific action plan for their child
- Parents of children with severe allergies will be invited to do a walkthrough with to look for any inadvertent possibilities of contamination.
- Information on anaphylactic allergens will be shared with all parents with children in the classroom before school begins (summer letter).
- A parent information evening will be held prior to the start of each school year
- A list of approved snacks, specifying brands, will be sent home with each child. Any snacks that are received will be held until the parents of children with severe reactions check labels. Then snacks will be marked "approved" for the classroom. Snacks that are not approved will be returned.
- Classroom and activity parties from any school sponsored activity (Art Club, Chess Club, etc.) will follow the same protocol if students with severe allergy issues are involved. When students with severe allergies are not involved, if the space is shared with those students, additional precautions will be taken to make sure that no residual effects occur.
- Classroom projects that may involve allergens or the possibility of cross contamination will also be discussed carefully with the parents of the children with severe allergies.
- Hand washing in these classrooms will be emphasized, especially after meals.
- All personnel will be aware of the students involved. Staff who work more closely with the student involved (assistants, aides, special area teachers) should receive quarterly reminders of protocols.

- Substitutes will be fully informed of allergens and emergency treatment plans for students with severe reactions. Substitute teacher plans should contain the necessary information. This pertains to both classroom teachers and special area teachers. A laminated card with student photo and treatment information will be available to substitute teachers.

In the Special Areas

- Where necessary, precautions will be taken in PE, Library, Music, Computer Lab, Classroom Buddies, Science Lab, Remedial Services, Art and support services such as OT, PT, and Speech to reduce and eliminate possible allergens. Precautions will be taken for any spaces that are shared by students with severe allergies.

In the Cafeteria

- We will eliminate obvious allergens (do not serve peanut butter in the cafeteria, ice cream w/ peanut topping)
- Allow for separate seating where applicable (separate table, upper cafeteria)
- Allow for extra cleaning of tables before specific lunch periods each day and/or table covering (cloths/place mats)
- Allow for additional hand washing after lunch each day

After School Hours

- Certain spaces will be kept free of allergens (e.g. identified classrooms, upper cafeteria, shared spaces)
- Cleaning precautions will be taken after any outside usage (scouts, PTA, Kids Club etc.) to ensure that rules are followed regarding reduction in causative agents.

On the Buses (Transportation)

- We will eliminate food on the buses.
- Certain seats may need to be dedicated to certain students with cleaning precautions taken daily.
- Substitute drivers will be made aware of anaphylaxis issues.
- Quarterly training/reminders will take place.
- Field trip precautions will be taken.