

**ROCKY HILL PUBLIC SCHOOLS GUIDELINES
FOR DEALING WITH STUDENTS WITH FOOD ALLERGIES**

School Nurse's Role in Management and Emergency Planning

- A written emergency plan will be established by the nurse in collaboration with the parent/guardian, the student, the student's health care provider who has documented the food allergy and school personnel (as appropriate). In the event that an allergic student ingests, or believes he/she has ingested an offending food, the plan will be implemented. The school nurse shall instruct appropriate school personnel regarding the emergency plan. Such instruction shall include in-school activities; consideration to outside activities and field trips shall be part of the plan. The plan will be reviewed annually and revised as needed.
- The parent/guardian shall obtain and provide medications and Authorization for the Administration of Medicine by School Personnel for treatment of an allergic reaction as ordered by the student's health care provider for use in school. Students with permission of the parent/guardian, the health care provider, and the school nurse will be allowed to carry and self-administer their epinephrine according to Rocky Hill Board of Education Policy 5141(a) (1) Administration of Medication by School Personnel.
- The nurse will instruct the student in self-administration of medication when appropriate.
- Qualified staff will be trained to administer the student's medication in the absence of the nurse; training will include administration on field trips. The nurse will instruct the student in self-administration of medication when appropriate.
- In the event that the student's own epinephrine prescription is unavailable, epinephrine will be available to be administered according to the emergency medication protocol prescribed by the School Medical Advisor.
- The nurse will follow Rocky Hill of Education procedure for identifying food allergies in students. The nurse shall alert the appropriate school personnel to students at risk for a severe allergic reaction. Parents may provide photographs to be kept in the cafeteria office and school health office to help cafeteria personnel and nursing personnel identify allergic children. In addition, the school nurse shall provide annual instruction in recognition, prevention and treatment of food allergies for school personnel as required as part of a written plan. Teachers of food allergic children shall receive student-specific instruction and will be trained in the administration of medication according to Rocky Hill Board of Education Policy 5141(a)(1) Administration of Medication by School Personnel as deemed appropriate.

- Children with food allergies shall be instructed by their parents/guardians and by the school nurse regarding the food(s) to avoid and should not share or trade lunch or snacks. At the elementary school level, the teacher or school nurse shall instruct other students in classes that have children with food allergies that foods must not be traded or shared.
- School nurses will not be responsible to determine whether foods brought to school are safe for an allergic child to consume.

Family's Responsibility

- Notify the school of the child's allergies.
- 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.
- Provide written medical documentation, instructions, and medications as directed by a physician, using the Food Allergy Action Plan as a guide.
- Replace medications after use or upon expiration.
- Educate the child 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 an allergy-related problem; how to read food labels (age appropriate).
- Review policies/procedures with the school staff, the child's physician, and the child (if age appropriate) after a reaction has occurred.

School's Responsibility

- Be knowledgeable about and follow applicable federal laws including ADA, IDEA, Section 504, and FERPA and any state laws or district policies that apply.
- Review the health records submitted by parents and physicians.
- Include food-allergic students in school activities.
- Students should not be excluded from school activities solely based on their food allergy.
- Identify a core team that may include the school nurse, the school medical advisor, teacher, principal, school food service and nutrition manager/director, and counselor (if available) to work with parents and the student (age appropriate) to establish a prevention plan. 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 understands food allergy, can recognize symptoms, knows what to do in an emergency, and works with other school staff to eliminate the use of food allergens in the allergic student's meals, educational tools, arts and crafts projects, or incentives.
- Coordinate with the school nurse to be sure medications are appropriately stored, and readily accessible to designated school personnel.
- 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.
- Review policies/prevention plan with the school nurse, parents/guardians, student (age appropriate), and physician after a reaction has occurred.
- Work with the district transportation administrator to assure that school bus driver follow appropriate policies and procedures:
 - Stop the bus immediately if an emergency occurs
 - Contact their dispatcher via radio communications requesting that 911 be called and the appropriate school be notified
 - 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 if the food-allergic child to decide appropriate strategies for managing the food allergy.
- Follow federal/state/district laws and regulations regarding sharing medical information about the student.
- Take threats or harassment against an allergic child seriously.

Student's Responsibility

- Learn to recognize symptoms of an allergic reaction.
- Promptly inform an adult as soon as accidental exposure occurs or symptoms appear. Ask a friend to help you if you can not get an adult.

- Follow safety measures established by parent(s)/guardian(s) and school team at all times.
- Not trade or share food with others
- Not eat anything with unknown ingredients or known to contain any allergen and wash hands before eating.
- Be proactive in the care and management of their food allergies and reactions based on their developmental level.
- Carry their epinephrine auto injector at all times, with appropriate documentation and permission of the parent/guardian, the health care provider, and the school nurse.
- Report any instances of teasing or bullying to an adult immediately.

Legal References:

State Legislation:

- PA 05-104 An Act concerning Food Allergies and the Prevention of Life Threatening Incidents in School
- CGS 10-212a Administration of Medications in Schools
- The Regulations of Connecticut State Agencies § 10-212a-1 through 10-212a-7
- CGS 10-220i Transportation of students carrying cartridge injectors
- CGS 52-557b Good Samaritan Law: Immunity from liability for emergency medical assistance, first aid or medication by injection.
- PA 05-144 NS 05-272 An Act Concerning the Emergency Use of Cartridge Injectors
- PA 05-122 An Act Concerning Food Allergies
- PHC §19-13-B42 requiring annual training on the issues and concerns in regards to food allergies in the school environment for food service employees

Federal Legislation:

- Section 504 of the Rehabilitation Act of 1973
- The Americans with Disabilities Act (ADA) of 1990
- The Individuals with Disabilities Education Act (IDEA)
- The Family Education Rights and Privacy Act of 1974 (FERPA)
- Occupational Safety and Health Administration (OSHA)