

Food Allergy Management Policy for Avon Local Schools

Avon Local Schools are committed to providing a safe, educational environment for all students. In accordance with this and pursuant to applicable laws, the purpose of this policy is to:

- Provide a safe and healthy learning environment for students with food allergies;
- Reduce the likelihood of severe or potentially life-threatening allergic reactions;
- Ensure a rapid and effective response in the event of an allergic reaction; and
- Protect the rights of students with food allergies to participate in all school activities.

Recognizing that the risk of accidental exposure can be reduced in the school setting, Avon Local Schools are committed to working in cooperation with parents, students, and physicians.

Responsibilities of Parent/Guardian:

1. Teach your child to:
 - NEVER share snacks, lunches, drinks, or utensils.
 - Understand the importance of hand washing before and after eating, and proper methods of hand washing (e.g. no hand sanitizer).
 - Recognize the first symptoms of an allergic/anaphylactic reaction.
 - Communicate symptoms as soon as they appear to school staff member.
 - Carry his/her own epinephrine auto-injector, when appropriate, and/or know where it is located (backpack, office, location at home).
 - Report teasing and/or bullying.
 - Take responsibility for his/her own safety.
 - Develop greater independence to keep self safe from anaphylactic reactions.
 - Administer own epinephrine auto-injector and be able to train others in its use.
2. Inform the school of the child's allergy prior to the opening of school (or as soon as possible after a diagnosis). Update the school annually on child's allergy, or when changes in the child's medical plan occur.
3. Provide medical documentation, instructions, and properly labeled medication (up-to-date), as directed by a physician, prior to the opening of school (or as soon as possible after a diagnosis). This includes proper authorizations for medications and emergency response protocols.
4. Work with the school's nurse and staff to develop a plan that accommodates the child's needs throughout the day including the classroom, cafeteria, after-school activities, and school bus.

5. Provide the school with current contact information and maintain updated emergency medical information.
6. Provide “safe snacks” for the child to be kept at school for unplanned special events.
7. Attempt to go with child on field trips, when possible.

Responsibilities of Student:

1. NEVER share snacks, lunches, drinks, or utensils.
2. Use proper hand washing before and after eating (not hand-sanitizer).
3. Learn to recognize personal symptoms of an allergic reaction.
4. Immediately notify an adult as accidental exposure occurs or symptoms appear.
5. Demonstrate responsibility when carrying emergency medication (if authorized to self-carry) and/or where medication is kept.
6. Report teasing and/or bullying to an adult.
7. Develop greater independence to keep self safe from anaphylactic reactions.

Responsibilities of School Administration:

1. Follow all applicable state and federal laws including ADA, IDEA, Section 504, FERPA.
2. Ensure annual training and education is provided to staff on:
 - reducing allergen exposures
 - signs and symptoms of allergic reaction and anaphylaxis
 - emergency procedures, including how to administer emergency medications
3. Support faculty, staff, and parent/guardian in implementing all aspects of the Individual Health Care Plan and/or 504 Plan.
4. Arrange for contingency plan to be in place using designated trained staff in the event of a substitute teacher, food service personnel, or if the nurse is not available.
5. Inform staff of school policy that all treats for birthday celebrations, as well as classroom rewards and incentives are discouraged. (Preschool-6th Grade). Note: For building-wide events, such as Pride Day, cultural events, holidays, and student council events parent/guardian will be informed of such events where food will be available and may provide alternative food items for their child who has known food allergies.
6. Discourage use of foods for classroom activities, e.g. arts and crafts, counting, and science projects within the classroom setting.

Classroom snacks: If warranted, parent/guardian will provide individual snacks for their child. (Preschool-6th Grade)

Responsibilities of School Health Professionals:

1. Review medical information (emergency medical information) provided by parent/guardian of all students at beginning of each school year, as well as all new students entering the school.
2. Meet with parent/guardian of students with food allergies to obtain a medical history and to develop an Individual Health Care Plan, and/or 504 Plan for the student.
3. Ensure that the Food Allergy Action Plan is completed (see Appendix B). The Food Allergy Action Plan is to be distributed to all staff who come in contact with the student with food allergies.
4. Ensure proper storage of emergency medication. Including:
 - Following manufacturer's guidelines for storage.
 - Ensuring easy accessibility to school staff during the school day (unlocked, centrally located), taking into account the safety of all students in determining location.
 - In addition to central location, arranging for student, when authorized and requested, to self-carry medication or keep extra emergency medications in the classroom under teacher supervision.
5. Provide annual training and education regarding life-threatening food allergies, symptoms, risk reduction procedures, and emergency procedures including how to administer emergency medications.
6. Ensure that contingency plan is in place using designated trained staff in the event that the nurse is not available.

Responsibilities of Teachers:

1. Participate in annual training and education regarding:
 - reducing allergen exposures
 - signs and symptoms of allergic reaction and anaphylaxis
 - emergency procedures, including how to administer emergency medications
2. Participate in the development and implementation of the Individual Health Care Plan and/or 504 Plan, including necessary accommodations, of students in the classroom with a life-threatening allergy.
3. Keep information, i.e. Individual Health Care Plan, for substitute teachers in an organized, prominent, and accessible format.
4. Ensure that volunteers, student teachers, aides, specialists, and substitute teachers are informed of student's food allergies and necessary safeguards.
5. Educate classmates to avoid endangering, isolating, or harassing students with food allergies; enforce school bullying policy.

6. Reinforce appropriate classroom hygiene practices/hand washing prior to entering the classroom and before and after eating.
7. Inform parent/guardian of school policy that all edible treats for birthday celebrations, as well as classroom rewards and incentives is discouraged. (Preschool-6th Grade).
Note: For building-wide events, such as Pride Day, cultural events, holidays, and student council events inform parent/guardian of such events where food will be available.
Parent/guardian may provide alternative food items for their child who has known food allergies.
8. Discourage use of foods for classroom activities, e.g. arts and crafts, counting, and science projects within the classroom setting.
Classroom snacks: If warranted, parent/guardian will provide individual snacks for their child. (Preschool-6th Grade)
9. Know the signs and symptoms of severe allergic reaction as provided in the student's Individual Health Care Plan.
10. Implement the Food Allergy Action plan IMMEDIATELY if a reaction is suspected.
11. Never permit students suspected of having a reaction to walk to the office/clinic alone.
12. Inform parent/guardian in advance of school events where food will be served.
13. Encourage parent/guardian of students with food allergies to accompany the student on school trips.
14. Collaborate with the school's nurse prior to field trip to:
 - Plan ahead for risk avoidance at the destination.
 - Ensure Food Allergy Action Plan and emergency medications are taken on field trip.
 - Ensure that designated trained staff will:
 - accompany the student with food allergies on the field trip.
 - maintain the student's emergency medications.
 - follow the Food Allergy Plan, if needed.

Responsibilities of Nutrition Services:

1. Provide and ensure annual training to all nutritional service employees regarding safe food handling practices to avoid cross contamination with potential food allergens.
2. Provide information from all food labels and recheck routinely for potential food allergens, including "shared equipment" contamination upon parent/guardian request.
3. Provide advance copies of the menu to parent/guardian and notification if menu is changed, upon parent/guardian request.
4. Maintain a list of students with food allergies, along with Food Allergy Action Plans, maintaining confidentiality by following FERPA laws and guidelines.
5. Treat all complaints from students seriously.

6. Provide at least two people in the eating area trained to administer epinephrine auto-injector.
7. Designate a "nut free" table in the cafeteria (Preschool-6th Grade).
8. Clean "nut free" tables ONLY with disposable paper towels and cleaning product using spray bottle (not "bucket" of solution). Any cleaning product is satisfactory except for dishwashing liquid. Top, sides and underside of table is to be cleaned after each use.
9. Prevent students with food allergies from being involved in garbage disposal, table cleaning or other activities which could bring them into contact with food wrappers, containers or debris.

Responsibilities of School Transportation Services:

1. Provide and ensure annual training to all school bus drivers on managing life-threatening food allergies, including epinephrine auto-injector administration. Maintain a list of students with food allergies, along with Food Allergy Action Plans, maintaining confidentiality by following FERPA laws and guidelines.
2. Maintain and reinforce strict policy of no food eating on the bus- except when medically indicated, i.e. students with diabetes.
3. Ensure functioning emergency communication devices on each bus.

References and Resources:

- American Academy of Asthma, Allergy and Immunology. (2006).
"Food allergy: a practice parameter"
<http://www.aaaai.org/Aaaai/media/MediaLibrary/PDF%20Documents/Practice%20and%20Parameters/food-allergy-2006.pdf>
- American Academy of Pediatrics. (2010).
" Management of Food Allergy in the School Setting"
<http://pediatrics.aappublications.org/content/early/2010/11/29/peds.2010-2575.full.pdf+html>
- Food Allergy Research & Education. (2013).
"Food Allergy Facts and Statistics for the U.S."
<http://www.foodallergy.org/document.doc?id=194>
- National Association of School Nurses (NASN). (2013).
Food Allergy and Anaphylaxis "An NASN Tool Kit"
<http://www.nasn.org/ToolsResources/FoodAllergyandAnaphylaxis>
- National Center for Biotechnology Information, U.S. National Library of Medicine. (2004).
"Distribution of peanut allergen in the environment"

<http://www.ncbi.nlm.nih.gov/pubmed/15131582>

- National Center for Biotechnology Information, U.S. National Library of Medicine. (2013). "Persistence of peanut allergen on a table surface"
<http://www.ncbi.nlm.nih.gov/pubmed/23419031>
- National School Boards Association (NSBA). (2011). "NSBA Safe at School and Ready to Learn: A Comprehensive Policy Guide for Protecting Students with Life-threatening Food Allergies"
<http://www.nsba.org/Board-Leadership/SchoolHealth/Food-Allergy-Policy-Guide.pdf>

Literature Review:

- American Academy of Allergy, Asthma, and Immunology (AAAAI). (2009). School Tools: Allergy & Asthma Resources for Professionals American Academy of Allergy Asthma & Immunology.
http://www.aaaai.org/professionals/school_tools.stm
- American Academy of Pediatrics. (2010). Management of food allergies in the school setting, American Academy of Pediatrics Section on Allergy and Immunology,
<http://pediatrics.aappublications.org/content/126/6/1232.full.pdf+html>
- American College of Allergy, Asthma, & Immunology (ACAAI). (2008). Position Statement: Anaphylaxis in Schools and Other Child-Care Settings.
http://www.aaaai.org/media/resources/academy_statements/position_statements/ps34.aspx
- National Association of School Nurses (NASN). (2001). Position statement: Medication administration in the school setting.
<http://www.nasn.org/PolicyAdvocacy/PositionPapersandReports/NASNPositionStatementsFullView/tabid/462/ArticleId/86/Medication-Administration-in-the-School-Setting-Revised-2011>
- National Association of School Nurses (NASN). (2001). Position statement: The role of school nurses in allergy/anaphylaxis management.
http://www.nasn.org/Default.aspx?tabid_198
- National Institute of Allergy and Infectious Disease. (2010). Guidelines for the management of food allergy in the United States. National Institute of Allergy and Infectious Disease, Department of Health and Human Services Full report:
<http://download.journals.elsevierhealth.com/pdfs/journals/0091-6749/PIIS0091674910015666.pdf>

Summary for clinicians:

<http://www.niaid.nih.gov/topics/foodAllergy/clinical/Documents/FAGuidelinesExecSummary.pdf>

Summary for families:

<http://www.niaid.nih.gov/topics/foodAllergy/clinical/Documents/FAGuidelinesPatient.pdf>