

Students

Students with Special Health Care Needs

Accommodating Students with Special Dietary Needs (Food Allergy Management)

The focus of a District-wide Food Allergy Management Plan shall be prevention, education, awareness, communication and emergency response. The management plan shall strike a balance between the health, social normalcy and safety needs of the individual student with life threatening food allergies and the education, health and safety needs of all students. The District Food Allergy Management Plan shall be the basis for the development of the procedural guidelines that will be implemented at the school level and provide for consistency across all schools within the district.

The goals for the District-wide Plan include:

1. To maintain the health and protect the safety of children who have life-threatening food allergies in ways that are developmentally appropriate, promote self-advocacy and competence in self-care and provide appropriate educational opportunities.
2. To ensure that interventions and individual health care plans for students with life-threatening food allergies are based on medically accurate information and evidence-based practices.
3. To define a formal process for identifying, managing, and ensuring continuity of care for students with life-threatening food allergies across all transitions. (Pre-K-Grade 12)

It is the policy of the Board of Education to follow the guidelines developed and promulgated by the Connecticut Department of Public Health and Department of Education for students within the District with life-threatening food allergies. Such guidelines include (1) education and training for school personnel on the management of students with life-threatening food allergies, including training related to the administration of medication with a cartridge injector, (2) procedures for responding to life threatening allergic reactions to food, (3) a process for the development of individualized health care and food allergy action plans for every student with a life-threatening food allergy, and (4) protocols to prevent exposure to food allergens.

It is the Board's expectation that specific building-based guidelines/actions will take into account the health needs and well-being of all children without discrimination or isolation of any child. It is the Board's belief that education and open and informative communication are vital for the creation of an environment with reduced risks for all students and their families. In order to assist children with life-threatening allergies to assume more individual responsibility for maintaining their safety as they grow, it is the policy of the Board that guidelines shift as children advance through the primary grades and through secondary school.

BETHANY PUBLIC SCHOOL DISTRICT
Bethany, Connecticut

Policy 5141.25(b)

(cf. 5141 - Student Health Services)
(cf. 5141.21 - Administering Medication)
(cf. 5141.23 - Students with Special Health Care Needs)
(cf. 5141.3 - Health Assessments)
(cf. 5145.4 - Nondiscrimination)

Legal Reference: Connecticut General Statutes
10-15b Access of parent or guardian to student's records.
10-154a Professional communications between teacher or nurse and student.
10-207 Duties of medical advisors.
10-212a Administrations of medications in schools
10-212a(d) Administration of medications in schools by a paraprofessional
10-220i Transportation of students carrying cartridge injectors
52-557b Good Samaritan Law. Immunity from liability for emergency medical assistance, first aid or medication by injection
PA 05-104 An Act Concerning Food Allergies and the Prevention of Life-Threatening Incidents in Schools
PA 05-144 and 05-272 An Act Concerning the Emergency Use of Cartridge Injectors
The Regulations of Connecticut State Agencies section 10-212a through 10-212a-7
Federal Legislation
Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794 § 504; 34 C.F.R. § 104 et seq.)
Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. §12101 et seq.; 29C.F.R. §1630 et seq.
The Family Education Rights and Privacy Act of 1974 (FERPA)
The Individuals with Disabilities Education Act of 1976 (IDEA) (20 U.S.C. § 1400 et seq.); 34 C.F.R. § 300 et seq.
FCS Instruction 783-2, Revision 2, Meal substitution for medical or other special dietary reasons.

Policy adopted: June 14, 2006

BETHANY PUBLIC SCHOOL DISTRICT
Bethany, Connecticut

Regulation 5141.25 (a)

Students

Students with Special Health Care Needs

Accommodating Students with Special Dietary Needs (Food Allergy Management)

In order to properly implement the Board policy pertaining to the management of food allergies, the following administrative regulations/guidelines are hereby established.

General Guidelines:

1. ~~Each~~ **The** school shall establish a method of ensuring that relevant information is transmitted to all supervising persons of an identified student. It is incumbent upon the school to notify any person who may be supervising an identified student with food allergies, especially those which may be life-threatening, such as, but not limited to, peanut allergies.
2. The primary concern of the school is the prevention and appropriate treatment of **the** potentially severe allergic reaction, anaphylaxis.
3. Parents with allergic children must provide the school with an individualized action plan prepared by the student's physician. (See form; EMERGENCY HEALTH CARE FORM) The school nurse will develop, in consultation with the parent(s) and/or physician of the student, a written plan for allergen avoidance and response. This food allergy plan will establish the specific protocols to help the student avoid food allergens as well as develop emergency response protocols in the event of the student's contact with the identified allergen.
4. The student's pediatrician or attending physician will be responsible for determining food allergens and/or those foods or ingredients in foods that are safe for a student with an identified food allergy to consume. Neither the District or its school personnel shall be responsible for such a determination.
5. At risk students ~~should~~ **are encouraged to** have some means of identification, such as a medical alert bracelet.
6. ~~Most~~ **Many** food-allergic children bring their lunch from home. However, guidelines established by the USDA Child Nutrition Division in charge of school lunches requires school food service staff to provide substitute meals to allergic students if the physician of the student sends in written instructions certifying the child's allergy, what foods are to be avoided and safe substitutions.
7. A no-food and no utensil trading/sharing policy within the school will be encouraged. A sign is to be posted in all cafeterias informing students that they are expected to neither trade nor share food or utensils.
8. Parents will be provided with school lunch menus either on-line or in hard copy in order to select safe foods their child may eat.

BETHANY PUBLIC SCHOOL DISTRICT
Bethany, Connecticut

Regulation 5141.25(b)

Students with Special Health Care Needs

Accommodating Students with Special Dietary Needs (Food Allergy Management)

General Guidelines: (continued)

9. The District will not knowingly make use of peanuts, peanut products, tree nuts and tree nut products for instructional purposes.
- ~~10. Administrators and teachers will encourage non-food related alternatives to celebrate developmental milestones and student accomplishments. Teachers and parents will be encouraged to provide commercially prepared foods with printed labels that set forth food ingredients. Food will not be used to celebrate in-school birthdays.~~

Food will not be used to celebrate in-school birthdays, holiday parties, developmental milestones and student accomplishments. Administrators, teachers, the Parent Teacher Organization and parents will provide only non-food related alternatives to celebrate these events.
11. When classroom activities in grades PreK-8 ~~6~~ include food, the classroom teacher will contact the parent/guardian of the identified allergic child prior to the activity.
12. School personnel planning a field trip will provide the school nurse with a list of participants in advance of the trip. The school nurse will identify those students with identified food allergies and provide the teacher with a copy of the written food allergy plan for the student(s). This will also be done for other school-sponsored events taking place off school grounds.
13. Provide training for staff in basic first aid, resuscitative techniques and in the use of epinephrine auto injections.
14. Epinephrine should be kept in close proximity to students at risk of anaphylaxis and in all cases where it is administered, the student must be sent to the hospital immediately.
15. Consider the following avoidance strategies due to the fact that risk can never be fully eliminated in the school environment:
 - a) Parents should instruct their children in how to avoid contact with substances to which they are allergic.
 - b) Carefully monitor identified children, especially in the younger grades.
 - c) Allergic children should consider eating foods that are only prepared at home.
 - d) Students should not exchange foods or utensils with other students.
 - e) Surfaces, toys and equipment should be washed clean of allergic containing foods.
 - f) Food personnel should be instructed about necessary measures required to prevent cross contamination during food handling, preparation and serving of food.
 - g) Check hand soap ingredients to be sure it does not contain peanut oils.
 - h) Establish a buddy system for identified students.
 - i) Provide staff updates at monthly faculty meetings.
 - j) Consider a peanut-free table in the cafeteria.

BETHANY PUBLIC SCHOOL DISTRICT
Bethany, Connecticut

Regulation 5141.25(c)

Students

Students with Special Health Care Needs

Accommodating Students with Special Dietary Needs (Food Allergy Management)

Guidelines Specific to the Health Office

1. Prior to the start of each school year, the School Medical Advisor will supply a prescription and directions for the use of epinephrine and benadryl for the school nurse. All school health offices will have additional epinephrine for unidentified students and for identified students should the need arise.
2. As set forth above, a parent who wishes to have a written food allergy plan for his or her student must provide a completed Emergency Health Care Plan Food Form on an annual basis to the school nurse. The school nurse, in consultation with the student, parent(s) and/or physician for the student, shall develop a written plan for the student. This plan will establish, among other things, strategies for food allergy avoidance by the student and an emergency care plan (ECP) in the case of an allergic reaction. The plan will be reviewed annually and revised as needed provided that the parent(s) provide the completed Emergency Health Care Plan annually to the school nurse. The school district is not responsible for researching, developing, implementing, updating, or otherwise drafting a written plan for a student whose parent(s) do not submit, on an annual basis, a completed Emergency Health Care Plan Form.
3. Upon receipt of the Emergency Health Care Plan Form, the school nurse shall request from the parent(s) and/or the student's physician, as appropriate, information regarding the student's allergy, including but not limited to physician medication orders, information sheet and physicians' emergency protocol. Parents shall also be required to provide a recent photograph of the student to help food service/cafeteria personnel and substitute school personnel recognize the student. Additionally, the District asks and strongly encourages parents to have their child wear a medical alert bracelet at all times. This will aid emergency responders in the event of an allergic reaction.
4. The District requires all physician medication orders and physician emergency care protocols provided to the school nurse to be signed by the physician and parent. The school nurse will review the orders and clarify any questions with the ordering physician and/or School Medical Advisor. All medication orders or prescriptions must be in full compliance with Board of Education medication policies and regulations. Should the student's physician order or prescribe medication for the treatment, management and/or emergency response to the student's identified allergy, the parent(s) shall be solely responsible for obtaining at the expense of the parent(s) and providing all such medications for the treatment of an allergic reaction as ordered by the physician (which order, as discussed above, must be provided to the school nurse).

BETHANY PUBLIC SCHOOL DISTRICT
Bethany, Connecticut

Regulation 5141.25(d)

Students

Students with Special Health Care Needs

Accommodating Students with Special Dietary Needs (Food Allergy Management)

Guidelines Specific to the Health Office (continued)

5. At the elementary level, the epi-pen, if prescribed or ordered by the student's physician, may follow the allergic student during his/her school day in accordance with the student's administration of medications plan. The elementary student, however, shall ~~not~~ be permitted to carry the medication on his or her person *in accordance with the student's administration of medications plan*. ~~Rather,~~ The medication *may* will be transported by designated teachers or staff members. Students in grades 5-6, with the permission of their parents/guardians and physician, are encouraged to carry their medication with them at all times, provided that the school nurse determines, in his or her sole discretion based upon the assessment of the circumstances, that it is appropriate for the student to do so.
6. Appropriate school personnel, as per Board of Education medication policies and regulations shall be trained by the school nurse in the signs and symptoms of anaphylaxis and the administration of the epi-pen. The school nurse shall also instruct appropriate personnel supervising a student with an identified food allergy regarding the student's emergency plans for food allergies.
7. A copy of the Emergency Health Care Plan for the identified allergic student shall be kept with the student with an identified food allergy and in the office of the school nurse, as well as in the folder for any substitute school personnel supervising the student. If the student with the identified food allergy has a prescription or order calling for the administration of an epi-pen and any other physician ordered medication in response to an allergic reaction, the plan concerning the administration of such medication shall be kept in the school nurse's office and in folders for school personnel and substitutes.
8. No school personnel, including but not limited, to teachers and school nurses, will determine or attempt to determine whether foods brought to school by the student with an identified food allergy or food brought to school by another student are safe for an allergic student to consume; only the parent/guardian shall make the determination of food safety for their child.
9. The District nursing supervisor (or school nurse) shall notify the District Transportation Coordinator of those students with identified food allergies that may threaten the health and/or safety of the student. The District nursing supervisor/school nurse/school medical advisor will provide an in-service education program annually at the start of each school year to bus drivers, which training shall include discussion of the signs and symptoms of allergic reactions and/or anaphylaxis.

Students

Students with Special Health Care Needs

Accommodating Students with Special Dietary Needs (Food Allergy Management)

Guidelines Specific to the Health Office (continued)

10. The school nurse shall take measures that he or she deems appropriate to notify parents of children in grades *PreK-5 6* in classes where students have been identified with school allergies.
11. The District nursing supervisor/school nurse shall notify the District Food Services Director regarding the names of students in each school with a food allergy. The school nurse at each school will provide a photograph of the student to the Food Services Manager in each school to assist the food services staff in the student's food allergy avoidance plan.

Guidelines Specific to the Classroom

1. The teacher of a student with an identified food allergy shall notify the parent/guardian of the identified allergic student during the planning process for any special event that may include food (celebration, teaching unit, field trip). The teacher will post in the classroom the classroom policy against food and utensil sharing and/or trading.
2. The school nurse will inform classroom teachers regarding the names of students with identified food allergies who are enrolled in their class. The school nurse will also provide the teachers of such students with a copy of the applicable food allergy plan, including the emergency health plan.
3. Teachers will communicate with the parent of an allergic student and the room parent(s) regarding event planning to ensure that the class takes appropriate allergy management and/or avoidance measures.
4. The teacher of a student with an identified food allergy must inform the school nurse of all field trips during the planning process. Such notice must be provided at least one week in advance of the planned trip so that the school nurse and teacher can make appropriate arrangements for the student.
5. Teachers are expected to be mindful of field trips and/or other class activities (on or off school grounds) that include hands on activities. Teachers are expected to make reasonable inquiry as to any items, displays, etc. that may contain products to which the student with the identified food allergy is allergic. (i.e., e.g. nuts, or fish, shells)

Students

Students with Special Health Care Needs

Accommodating Students with Special Dietary Needs (Food Allergy Management)

Guidelines Specific to the Classroom (continued)

6. Within a reasonable period of time prior to any field trip or class activity held off school grounds, teachers are expected to establish communication strategies in consultation with the principal and the school nurse regarding any field trip or class activity off school grounds.
7. The teacher is expected to provide the parent(s) of the student with the identified food allergy with information concerning the trip so that the parent(s) can make a determination as to the food safety for their child. The District is not responsible for making such a determination. If the parent is unable to make the determination or the menu is unavailable (as on a field trip) the parent shall send safe food on the trip with the student. In some circumstances, the school district may permit the parents to authorize their high school students to make their own safe choices.
8. Videos will be made available by the District for relevant training activities and appropriate classroom instruction.

Guidelines Specific to Food Service/Cafeteria

1. Food service personnel will be instructed by the Director of Food Services about necessary measures required to prevent cross-contamination during food handling, preparation and serving of food.
2. Parents/guardians are responsible to review/preview menus. Information regarding the ingredients of the school lunch will be provided, upon request, by the Food Services Director to parents/guardians, students and staff.
3. All tables will be washed with an appropriate cleaning solution prior to the first lunch and after each following lunch period.
4. The Food Services Director will investigate ingredients and cross contamination issues with vendors. No foods with peanut/nut contents will knowingly be served in the school.