

REGULATION

SCHOOL DISTRICT OF THE CHATHAMS

PUPILS

R5331A/Page 1 of 6

Anaphylaxis to Food and Other Substances Grades K - 5

ANAPHYLAXIS TO FOOD AND OTHER SUBSTANCES K-5

General Regulations

All students bring their own snacks from home. The school district will not supply snacks for students.

Sharing of food is forbidden in all K-5 schools. This is the case in all classes — not just classes with food-allergic children.

Teachers and other school staff, including substitute teachers, will not give food as a reward for good behavior and/or good work.

Any food that is served as part of a classroom event or celebration must be consumed in the classroom. No food should leave the school to be consumed in unsupervised situations. To that end, distribution of “goody bags”, i.e., candy intended to leave the classroom on holidays (Halloween, Winter Holiday, Valentines Day, etc.) is forbidden.

A notice reminding parents of this policy and the presence of a food-allergic child will be sent home by the school prior to Halloween, Winter Holiday and Valentine’s Day.

Under no circumstances will peanut butter be spread in classrooms or on school property as a part of lessons, demonstrations or craft projects. This rule will apply to all areas of school building use, including after school enrichment programs and scouting activities.

Accommodations will be made for children with special needs related to eating in the classrooms.

Planning Regulations:

Prior to entry into school (or for a student who is already in school, immediately after the diagnosis of a life-threatening allergic condition), the parent/guardian will meet with the school nurse assigned to the student’s building to develop an “Individual Health Care Plan” (IHCP).

All staff will receive annual in-service training, in September, on recognizing and responding to food allergy and other types of medical emergencies within their school and whenever they are responsible for a group of students.

Procedures for a “Code Anna” have been developed and will be practiced at least annually, during the month of September.

REGULATION

SCHOOL DISTRICT OF THE CHATHAMS

PUPILS

R5331A/Page 2 of 6

Anaphylaxis to Food and Other Substances Grades K - 5

Classroom Regulations

With written parent permission, the school nurse will discuss the presence of the food-allergic child with all of the student's teachers.

All teachers and other personnel will be instructed in recognizing and responding to potential allergic reactions.

Teachers will not use potential allergens in classroom projects, lessons or celebrations.

With written parent permission, a letter, notifying parents of a student's severe food allergies will be distributed in September to the parents of children in both the homeroom and any switch classes. The name of the child with the food allergy will not be used.

Teachers will discuss the importance of the "no sharing" rule to protect all students from possible allergic reactions. The "no sharing" rule will be enforced throughout the school buildings.

Parents of food-allergic students will provide safe snacks and treats to be kept in the classroom. These safe snacks will be used by the food-allergic child in the event of non-curriculum celebrations that are initiated by parents. Freezer space will be offered to parents for long-term storage of safe snacks. Parent initiated celebrations must be discussed with the teacher at least two school days in advance to ensure appropriate communication between teacher and the parents of the food-allergic child.

In advance of lessons, demonstrations or curriculum-related food use, the classroom teacher will communicate with the parents of the food allergic child details regarding the food to be used. In addition, the names of parents in charge of the event will be provided by the teacher to the parents of the food-allergic child. Permission for full participation, participation with accommodations or request for exclusion from the lesson will be provided by the parents to the teacher. A form for this is available from the school nurse in each building.

In September, all student teachers, aides, substitutes and volunteers will be educated about the risk of food allergies. Specific information is available to all staff in a designated location in each building.

All K-3 students will receive instruction on the necessity for proper hand-washing in their health classes, as well as through their home environment.

Teachers must be familiar with the Individual Health Care Plan (IHCP) of any student in their class and be prepared to respond to emergencies as per the emergency protocol documented in that plan.

REGULATION

SCHOOL DISTRICT OF THE CHATHAMS

PUPILS

R5331A/Page 3 of 6

Anaphylaxis to Food and Other Substances Grades K - 5

In the event of an allergic reaction, where there is no known allergic history, the school nurse will be called and the school's emergency response plan activated. Emergency medical services will be called immediately upon administration of an Epi-pen.

Each classroom should have easy communication with the school nurse by such means as functioning intercom, walkie-talkie or cell phone.

Snacks of food-allergic children should be kept in a separate snack box or chest or in their own personal lunch box.

If a student inadvertently brings a restricted food to the classroom which has been designated as an allergen-free room; he/she will not be allowed to eat that snack in the classroom.

If an animal is present in the classroom, special attention must be paid to the ingredients in their food, as many animal feeds contain allergens.

Cafeteria Regulations

School district cafeteria and playground staff will be informed of the presence of students with severe allergies. These students will be identified by name and photo, according to the parameters allowed by confidentiality laws. These staff will be instructed and trained in recognizing and responding to potential allergic reactions.

The "no sharing" rule will be enforced by cafeteria personnel.

All students with peanut allergies will be offered an opportunity to eat at a peanut-free table or a peanut-free space at a table. These peanut-free zones will be marked and maintained as peanut-free all day, every day, in order to minimize exposure to peanut proteins. Chairs at these spaces will also be designated peanut-free.

Areas designated "peanut-free" (or more generically, "allergen-free") will be maintained as such by outside groups who use the space after school, such as Work Family Connection.

Cafeteria tables and chairs will be cleaned thoroughly after each lunch period with soap and water.

Trash receptacles will be emptied after each lunch period.

Peanut butter may not be spread in lunchrooms, nor will it be spread in any of the district's kitchens that supply lunches to our schools. Pre-made peanut butter and jelly sandwiches are available for purchase.

REGULATION

SCHOOL DISTRICT OF THE CHATHAMS

PUPILS

R5331A/Page 4 of 6

Anaphylaxis to Food and Other Substances Grades K - 5

All children will be encouraged to wash their hands upon leaving the lunchroom and before using playground equipment and shared classroom supplies.

If a food allergic child would like to buy a school lunch, the parent of that child should contact the food service manager to arrange to read the ingredients. The school nurse will provide the parents with the necessary phone numbers and contacts in order to facilitate this.

Field Trip Regulations

Administrators and/or faculty members will inform the nurse of all upcoming field trips at least one month prior to the planned trip. This will facilitate planning for all special needs children on these trips.

Teachers will inform the parents of the food allergic child, in writing, of field trip activities that might require special accommodations. Parents will respond, in writing, regarding the need for accommodations, substitutions or exclusions from such activities.

Teachers will invite the parent of a child with severe allergies and/or other special health needs to attend all field trips.

In the case of students who are not capable of administering their own medication, and when a parent or an Epi-Pen Designee is not available to attend a field trip, a Nurse will attend. In the case of students with self-administration orders: Students will be expected to carry their own medication(s) on field trips.

Whenever students travel on field trips with their class or their school, the name and phone number of the nearest hospital will be part of the teacher's emergency plan.

Whenever students travel on field trips with their class or their school, a request that all students consider bringing peanut-free lunches should be sent to every parent in advance of the trip.

Whenever students travel on field trips with their class or their school, the lunch of the children with life-threatening food allergies will be kept separate from the other lunches to avoid cross-contamination.

Whenever students travel on field trips with their class or their school, a cell phone or other communication device will be carried by at least one teacher on the trip for emergency calls.

Whenever students travel on field trips with their class or their school, students and staff will be encouraged to wash their hands after consuming food.

In the case of students who are not capable of self-administering medication: The adult responsible for carrying the emergency medication will travel on the same bus as the allergic

REGULATION

SCHOOL DISTRICT OF THE CHATHAMS

PUPILS

R5331A/Page 5 of 6

Anaphylaxis to Food and Other Substances Grades K - 5 child. The adult carrying the (medications) will be identified and introduced to the student as well as to the other chaperones.

Bus Regulations

All buses will be equipped with operational cell phones and/or two way radios in order to communicate with emergency personnel if needed.

Eating peanut butter on school buses is prohibited.

Bus drivers will be trained by their employer in recognizing potential allergic reactions and in responding by initiating the emergency response system.

Parents of children with special health needs, such as food allergies should identify their children to bus drivers.

Physical Education and Recess Regulations

All staff and volunteers responsible for recess will be trained by appropriate personnel to recognize and respond to exercise-induced anaphylaxis as well as anaphylaxis caused by other allergens.

Staff in gym, playground and other sites used for recess and physical education will have a walkie-talkie, cell phone or similar communication device for emergency communication.

If, for safety reasons, a medical alert identification (ID bracelet) needs to be removed during specific activities, the student should be reminded to replace this identification immediately after the activity is completed.

Interfacing With the Larger Community

All outside groups that use School District of the Chathams buildings will be responsible to adhere to school policies regarding food. All written agreements for use of school buildings will require adherence to these policies. (This would include, for example, forbidding the use of peanut butter in projects.) The nurse will post signs on the doors of classrooms that must be kept free of certain allergens for the purpose of informing the larger community of the need to restrict the use of specific allergens.

No student should be excluded from Board of Education sponsored after-school activities due to the risk of allergen exposure. However, students and their parents will be informed in advance, when electing to participate in after-school activities, that a nurse is not on duty.

REGULATION

SCHOOL DISTRICT OF THE CHATHAMS

PUPILS

R5331A/Page 6 of 6

Anaphylaxis to Food and Other Substances Grades K - 5
Programs that are run by the PTO, or other outside groups, will include written notification to parents that nurses are not on duty during after school programs.

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