

Springville Community School District Protocol for Managing Students with Food Allergies

Purpose of protocol:

Food allergies can be life threatening. The risk of accidental exposure to foods can be reduced in the school setting if schools work with students, parents, and health care providers to minimize risks and provide a safe educational environment for food-allergic students. The purpose of this protocol is to provide guidelines to parents/guardians and staff on how to provide a safe educational environment for food-allergic students.

Family's Responsibilities:

- Notify the Teacher, School Office, School Nurse, School Food Services' office, Before/After School Program-if applicable, Transportation and others of the child's allergies. A licensed legal prescriber in the state of Iowa must provide written documentation to the school about the allergy. A licensed legal prescriber in the state of Iowa includes: MD, DO, PA, and ARNP.
- Work with the school team to develop a health plan that accommodates the child's needs throughout the school day.
- Turn in completed Food Allergy Action Plan that gives doctor's orders to be followed in the event of an allergic reaction.
- Provide the school and the Food Services Director written medical documentation and instructions as directed by a health care provider, using the Food Allergy Action Plan as a guide. A licensed legal prescriber in the state of Iowa must provide written documentation to the school about the allergy for diet accommodations to be made. A licensed legal prescriber in the state of Iowa includes: MD, DO, PA, and ARNP.
- Provide properly labeled medications following medication policy. Replace medications after use or upon expiration.
- Provide extra classroom snacks in case unsafe foods are brought to school
- 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 protocols/procedures with school staff, the child's health care provider, and the child (age appropriate) after a reaction has occurred.
- Provide current emergency contact information.

School's Responsibilities:

In General

- Be knowledgeable about and follow applicable federal laws including ADA, IDEA, Section 504, and FERPA and any state laws or district policies/protocols that apply.
- Review the health records submitted by parents and health care providers. The only documentation that is acceptable is provided by a licensed legal prescriber in the state of Iowa. A licensed legal prescriber in the state of Iowa includes: MD, DO, PA, and ARNP.
- Identify a core team of, but not limited to, school nurse, teacher, principal, school food service director, and counselor to work with parents and the student (age appropriate) to ensure that strategies will be taken to reduce the risk of an exposure in the school environment.
- School Nurse will develop an individual health plan for staff to follow. The individual health plan will also include the prevention plan. Any changes to the plans should be reviewed with the core team. Use the Food Allergy Action Plan as a guide.
- School Nurse will provide appropriate training for school personnel in preventing and responding to an allergic reaction.
- 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.

- Include food-allergic students in school activities. Students should not be excluded from school activities solely based on their food allergy.
- Coordinate with the school nurse to be sure that all allergy medications, including emergency medications, are appropriately stored, allowing for easy and quick access in the event of an allergic reaction.
- Review protocols/procedures with the school staff, the child's health care provider, and the child (if age appropriate) after a reaction has occurred.

In the Cafeteria:

- Provide area in cafeteria that is an "allergy-caution zone". For example, have a "Peanut-Free" table for the student with a peanut allergy to sit. This area should be cleaned properly, using appropriate soap and cleaning equipment.
- Provide menu to parents through the district website.

In the Classroom:

- School nurse and parents will coordinate with the teacher ways to implement an "allergy-caution zone" in the classroom, including:
 - Eliminate any food products served to children or used in the classroom activities that may potentially cause an allergic reaction.
 - Send letters home to parents asking them to not send foods that may potentially cause an allergic reaction; provide list of "safe foods" to parents.
 - Arrange for special cleaning protocols as warranted, i.e. clean tables with fresh water and soap; wipe down doorknobs, keyboards, etc.
 - Determine a procedure for sharing information with other students.
- Assure that all staff who interact with the student on a regular basis understands the food allergy, can recognize symptoms, knows what to do in an emergency, and works with the other school staff to eliminate the use of food allergens in the allergic student's school environment.

On the School Bus:

- Work with the district transportation administrator to assure that the school bus driver training includes symptom awareness and what to do if a reaction occurs.
- Enforce a "no eating" policy on school buses.

School Field Trips:

- Discuss field trips with the family of the food-allergic child to decide appropriate strategies for managing the food allergy.
- Food on field trips-assure allergen free environment while on field trip i.e. providing "peanut free" table, peanut free snacks, parent will send appropriate sack lunch with child.

Student's Responsibilities:

- Do not trade food with others
- Do not eat anything with unknown ingredients or known to contain any allergen.
- Be proactive in the care and management of their food allergies and reactions based on their developmental level.
- Notify an adult immediately if they eat something they believe may contain the food to which they are allergic.

A licensed legal prescriber in the state of Iowa must provide written documentation to the school about the allergy for these procedures to be implemented. A licensed legal prescriber in the state of Iowa includes: MD, DO, PA, and ARNP.

Diet Modification Request Form

Modifications are required by The United States Department of Agriculture (USDA) to accommodate a disability. Under Section 504, the ADA, and Departmental Regulations of 7 CFR part 15b define a person with disability as any person who has a physical or mental impairment which substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such an impairment. **“Major life activities” are broadly defined and include, but are not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working. “Major life activities” also include operation of a major bodily function, including but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.**

This form must be completed by a “medical authority” that is authorized by state law to write medical prescriptions: In Iowa this includes only Medical Doctors (MD), Doctors of Osteopathic Medicine (DO), Physician’s Assistants (PA), or Advanced Registered Nurse Practitioners (ARNP).

Return the completed form to your organization or provider: _____
(Head Start, Summer Meal Provider, Day Care, Home Provider, or School)

Participant’s Name: _____ Birth Date: _____ Grade: _____

Parent/Guardian: _____
(Name) (Phone or email)

1) Describe the medical need related to the diet order and “major life activity” (see above) affected. <i>Example: Allergy to peanuts affects ability to breathe.</i>	
2) Explain what must be done to accommodate the medical need:	
Food(s) or Formula to Omit:	Food(s) or Formula to Substitute:
Complete the back to provide additional details	
Modified Texture: <input type="checkbox"/> Not Applicable <input type="checkbox"/> Chopped <input type="checkbox"/> Ground <input type="checkbox"/> Pureed Modified Thickness of Liquids: <input type="checkbox"/> Not Applicable <input type="checkbox"/> Nectar <input type="checkbox"/> Honey <input type="checkbox"/> Spoon or Pudding Thick Special Feeding Equipment: <input type="checkbox"/> Not Applicable <input type="checkbox"/> Equipment Needed: _____ <i>(Example: large handled spoon, sippy cup, etc.)</i>	
Infants under one year of age must receive iron-fortified infant formula or breast milk unless a Diet Modification Request Form is on file.	

Licensed prescribing medical professional: _____
(Name, print or type) (Title)

(Signature of medical professional) (Date)

The program must make accommodations for disabilities. Accommodation is encouraged for other medical conditions.

The parent/guardian may request a nutritionally equivalent substitute for fluid milk without direction from a medical professional. This site chooses to offer this nutritionally equivalent product: _____. Check here if you would like to request the milk substitute listed in place of fluid milk and list the reason for the request.

USDA allows a parent/guardian to supply substitute foods. Check here if you wish to provide the substitute foods:

Parent/Guardian signature: _____ Date: _____
(To document choices and permission to share with appropriate staff as needed to make accommodations.)

USDA is an equal opportunity employer and provider.

Check the box in front of food groups that should NOT be served and list the foods to be served instead.

<p>Lactose/milk – Do not serve the items checked below:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Fluid milk as a beverage or on cereal? ¼ cup of fluid milk to be used on cereal? __yes __no <input type="checkbox"/> Yogurt <input type="checkbox"/> Milk based desserts such as ice cream and pudding <input type="checkbox"/> Hot entrees with cheese as a prime ingredient such as grilled cheese, cheese pizza, or macaroni & cheese <input type="checkbox"/> Cheese baked in products such as a casserole or on meat pizza <input type="checkbox"/> Cold cheese such as string cheese or sliced cheese on a sandwich <input type="checkbox"/> Milk in food products such as breads, mashed potatoes, cookies or graham crackers 	<p style="text-align: center;">Serve these items instead:</p>
<p>Soy - Do not serve the items checked below:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Protein products extended with soy <input type="checkbox"/> Processed items cooked in soy oil <input type="checkbox"/> Food products with soy as one of the first three ingredients <input type="checkbox"/> Food products with soy listed as the fourth ingredient or further down the list 	<p style="text-align: center;">Serve these items instead:</p>
<p>Egg - Do not serve the items checked below:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Cooked eggs such as scrambled eggs or hard cooked eggs served hot or cold <input type="checkbox"/> Eggs used in breading or coating of products <input type="checkbox"/> Baked products with eggs such as breads or desserts 	<p style="text-align: center;">Serve these items instead:</p>
<p>Seafood – Do not serve the items checked below:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Fish (Cod, tuna, tilapia, haddock, salmon, etc.) <input type="checkbox"/> Shrimp <input type="checkbox"/> Other: _____ 	<p style="text-align: center;">Serve these items instead:</p>
<p>Peanuts – Do not serve the items checked below:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Peanuts, individually or as an ingredient <input type="checkbox"/> Foods containing peanut oil <input type="checkbox"/> Foods items identified as manufactured in a plant that also handles peanuts 	<p style="text-align: center;">Serve these items instead:</p>
<p>Tree nuts – Do not serve the items checked below:</p> <ul style="list-style-type: none"> <input type="checkbox"/> All nuts <input type="checkbox"/> Food items identified as manufactured in a plant that also handles nuts <input type="checkbox"/> Other: _____ 	<p style="text-align: center;">Serve these items instead:</p>
<p>Grains – Do not serve the items checked below:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Foods containing wheat <input type="checkbox"/> Foods containing gluten <input type="checkbox"/> Oats <input type="checkbox"/> Other: _____ 	<p style="text-align: center;">Serve these items instead:</p>