

## School District 303 Guidelines for Managing Students with Food Allergies

**District 303 Goal: Establish general and appropriate guidelines for all D303 schools to:**

- **Recognize anaphylaxis**
- **Reduce allergen exposure for the food-allergic student**
- **Provide access to and proper administration of Epinephrine when needed**

### **Guidelines for Managing Students with Food Allergies**

The District 303 community recognizes that some food allergies can be life threatening and the risk of accidental exposure to foods can be reduced in the school setting if schools work with students, parents, and physicians to minimize risks and provide a safe educational environment for food-allergic students.

**District 303 Schools will:**

- Provide school personnel, including but not limited to the school nurse, who will review the health records, Action Plans and medication orders submitted by parents and physicians and will work with parents and the student (age appropriate) to establish a safe Emergency Action Plan/Prevention Plan during school hours and school related activities.
- Assure that all staff who interact with the student on a regular basis receive annual training to understand the potential risks of a life-threatening food allergy, recognize symptoms, know what to do in an emergency, and understand the importance of working with other school staff to identify and/or eliminate the use of food allergens in the allergic student's meals, educational tools, arts and crafts projects, or incentives.
- Assure that medications are kept in an easily accessible secure location central to designated school personnel.
- Allow students to carry their own epinephrine, if age appropriate, after approval from the student's physician/clinic, parent and school nurse
- Include food allergic students in school activities and minimize the risk of exposure to allergens by making activities food neutral when possible
- Provide information regarding field trips to parents/guardians of the food-allergic child to determine in advance appropriate precautions for managing the food allergy.
- Designate school personnel who are properly trained to administer medications in accordance with the Illinois State Nursing and Illinois State Board of Education laws governing the administration of emergency medications.
- Follow federal/state/district laws and regulations regarding sharing medical information about the student.
- Take threats or harassment against any allergic child seriously.
- **Assure that all bus drivers receive annual review in allergy symptom awareness, recognition and response.**
- **Reduce allergen exposure by enforcing a "no eating" policy on all school buses with exceptions made only to accommodate special needs under federal or similar laws, or school district policy.**
- **Assure that all buses have communication devices in case of emergency and that drivers are instructed to pull over and call 911 for any student experiencing a potential life-threatening emergency.**

**Parents of food-allergic students are asked to:**

- Notify the school of the child's allergies.
- Provide written medical documentation, instructions, and medications as directed by a physician and using the Food Allergy Action Plan as a guide prior to the start of the school year or at the time when a food allergy is identified.
- Include a photo of the child on written form.
- Work with the school team to develop a plan that accommodates the child's needs throughout the school day.
- Provide properly labeled medications and 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)
- Provide emergency contact information

**\*\*\* Students with life-threatening food allergies should be proactive in the care and management of their food allergies and reactions based on their developmental level. Students should notify an adult immediately if they eat something they believe may contain the food to which they are allergic.**

***Based on Guidelines Established by:***

*American School Food Service Association  
Illinois State Board of Education Guidance Document  
National Association of Elementary School Principals  
National Association of School Nurses National School Boards Association  
The Food Allergy & Anaphylaxis Network*