

# **HUBBARD ISD**

## **Food Allergy Management Plan**

### **Statement**

Food allergies can be life threatening. Although it's unrealistic to believe that all risks can be eliminated, the possibility 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.

### **Family's Responsibility each School Year:**

1. Notify the school of the child's allergies.
2. Work with the school team to develop a plan that accommodates the child's needs throughout the school including in the classroom, in the cafeteria, during school-sponsored activities, and on the school bus.
3. Provide written medical documentation, instructions, and medications as directed by a physician.
4. Provide properly labeled medications and replace medications after use or upon expiration.
5. Educate the child in the self-management of his or her food allergy including the following:
  - 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).
6. Review procedures with the school staff, the child's physician and the child after a reaction has occurred.
7. Provide emergency contact information.

### **School's Responsibility each School Year:**

1. Review the health records submitted by parents and physicians
2. Include food-allergic students in school activities. Students will not be excluded from school activities solely based on their food allergy.
3. Identify a core team of, but not limited to, the school nurse, teacher, principal and school food service manager to work with the parents to establish an Individualized Health Care Plan and an Emergency Care Plan. This information may be distributed to all school staff that has responsibility for the student with life threatening food allergies. Changes to the plan should be made with core team participation, and reviews should occur at least annually.

Assure that all staff who interact with the student on a regular basis understands food allergies, recognizes symptoms, knows what to do in an emergency, and works with other school staff to eliminate the use of food allergens in the allergic student's meals, educational tools, arts and crafts projects, or incentives.

4. Coordinate with the school secretary to be sure medications are appropriately stored and in an easily accessible secure location central to designated school personnel. This would most likely be the school office. Students who meet the requirements of the medication policy should be allowed to carry their own EpiPens.
5. Designate school personnel to be trained in the administration of an EpiPen to a student with a prescription in accordance with the medication policy.
6. Be prepared to handle a reaction and ensure that there is always a staff member available who is properly trained to administer medications during the day regardless of time or location.
7. Work with the district transportation administrator to ensure that school bus driver training includes symptom awareness and what to do if a reaction occurs, and to enforce the "no eating" policy on the bus.
8. Coordinate with food service to ensure that student allergies are noted in the POS system in the cafeteria.

### **Student's Responsibility**

1. Will not trade food with others.
2. Will not eat anything with unknown ingredients or known to contain any allergen. The student may store food at school for participation in special events (e.g. birthday parties).
3. Will be proactive in the care and management of his or her food allergies and reactions based on his or her developmental level.
4. Will notify an adult immediately if the student eats something he or she believes may contain the food to which he or she is allergic.