

Allergies

Purpose

The purpose of this Administrative Regulation is to set forth procedures to ensure that those children enrolled in the District schools with severe, life threatening, allergies are identified and can safely attend school.

Definitions

“Allergic” for the purpose of this Administrative Regulation means that a child has a life-threatening allergy.

“Assigned nurse” means the nurse employed by the District whose caseload includes an allergic student or that nurse’s designee.

“Health Room Nurse” means all nurses employed by the District who are not “School Nurses” as defined below.

“School Nurse” is the licensed registered nurse certificated by the Pennsylvania Department of Education assigned to a particular District school.

Identifying Children with Allergies

The assigned nurse will review health histories for new students and the Emergency Medical Cards (EMCs) for current students in the student information system. EMCs will be created for all new students. The EMCs for each student shall include but not be limited to suspected or known allergens and how the allergies are to be handled throughout the school day. The assigned nurse will review, or create if none exists, each allergic student’s Food Action Allergy Emergency Plan (FAAEP) provided by the allergic student’s parents/guardians and upload the FAAEP to the allergic student’s health record on PowerSchool.

The assigned nurse will request documentation from the child’s physician listing allergens and treatment plans in the case of an allergic reaction.

Confidentiality of Information

All information provided to the District regarding a child’s allergies or suspected allergies will be treated as confidential and disclosure of such information will be governed by Policy 5225 “Student Records.”

Individualized Plan of Care If a child is identified as allergic, the District, with the assistance of the School Nurse, will review the child's Food and Allergy Emergency Plan (FAAEP) and any other relevant documentation to determine what individual plan of care should be offered to the child in addition to the FAAEP:

- 1) An Individualized Healthcare Plan (IHP) if the child's needs are not already met by current school protocols and procedures

- 2) A 504 Service Agreement if the child's needs require accommodations to the school environment to allow them full access to programs and services, including lunch, recess, field trips, and extracurricular activities.
- 3) An Individualized Education Plan (IEP) if the child's needs require specially designed instruction and related services.

All individualized plans of care should include the following:

- 1) The nature and severity of the child's allergy.
- 2) Provisions for handling medical emergencies caused by the allergy including but not limited to the storage location of epinephrine.

Where the circumstances necessitate, the plan must also include:

- 1) Elimination of the allergen in the student's classroom.
- 2) Provisions for an allergen-free lunch table.
- 3) Provisions for field trip accommodations.
- 4) Requirements for education of students and staff to ensure the safety of the allergic child.
- 5) Provisions for response to an incident during transportation to or from school or during transportation.
- 6) Provisions for response to an incident during, before or after school activities sponsored by the District, including during District-provided transportation to and from those activities
- 7) Provisions for response to an incident during a school emergency, such as lock down or evacuation.

The School Nurse or designated Health Room Nurse shall provide each allergic student's teachers with a list of the student's current allergies and other relevant medical concerns.

Communication about Events Involving the Student

- 1) If a classroom has been designated as allergen-free, then at the beginning of each term a letter will be sent home to parents and guardians of students in that classroom notifying them that the classroom has been so designated and providing them with the list of allergens in question.
- 2) Visitors to classrooms in which there are allergic children will be directed to refrain from bringing in any items that might contain the allergen.

Emergency Procedures

- 1) All staff and teachers who are responsible for a child who might need to be administered epinephrine will be trained by the School Nurse or by a Health Room Nurse at the direction of the School Nurse in the correct administration of epinephrine including specific procedures for responding to a reaction for each child.
- 2) In the case of an allergic reaction, the person responsible for the child will follow the medical emergency procedures that are in the child's individualized plan of care and will notify the School Nurse.

Field Trips

- 1) On all field trips that include an allergic child, that child's parents or guardians should be invited to accompany their child on school trips. If this cannot happen, a designated classroom teacher or aide, or qualified person who has read and is able to fully implement the child's individualized plan of care must be included on the field trip. The child shall not be excluded from a field trip due to the inability of a parent or guardian to accompany their child.
- 2) The student may only be excluded from the field trip if circumstances indicate that the trip is detrimental to the student's health even with the accommodations in place.

Allergen-Free Space

If allergen-free space is deemed necessary according to a child's individualized plan of care:

- 1) The space will be clearly designated.
- 2) The space will not contain, or in the case of food-related allergens be used for the consumption, preparation, or serving of food containing allergens, at any time during the school year, including special events.
- 3) Allergen-free tables will be cleaned after each meal using disposable wipes and/or dedicated cleaning materials.
- 4) Extra care will be given to avoid cross-contaminating allergen-free space during cleaning.

Non-District Sponsored After School Activities

The parents or guardians of a child with allergies are responsible for providing information and emergency medical supplies to the supervisory adult in charge of after-school activities that are not sponsored by the District.

The District encourages all community groups that are conducting activities on school premises to be familiar with prevention and emergency procedures for allergic children.

All persons in charge of non-school activities conducted on school premises must adhere to procedures for maintaining allergen free space to ensure that any such space used during the non-school activity is not compromised and remains safe for use by children with allergies when school is in session. Outside organizations will be made aware that compliance with such procedures is a condition of use of the premises.

School-Wide Preventive Measures

The School Nurse, or Health Room Nurse at the direction of the assigned School Nurse, in cooperation with the building principal or their designee shall consider developing school-wide preventive measures based on the population of allergic students in the school each year. Such measures may include protocols for proper sanitation, hand-washing procedures, safe practices among students, options for allergen free zones, use of facilities by outside organizations.

Anaphylactic emergency of an undiagnosed child

If a child who is not previously diagnosed with an allergy experiences a potentially life-threatening anaphylactic emergency, the School Nurse shall assess the situation and administer epinephrine from the school supply. Immediately after giving any child (diagnosed with allergies or not) epinephrine, the School Nurse or Health Room Nurse shall call 911 and contact the child's parent or guardian.

Education and Training

All school personnel and leaders of District sponsored before and after school programs shall receive education by the School Nurse or Health Room Nurse at the direction of the School Nurse about life threatening allergic conditions, risk reduction, determining safety of foods to which allergic children are exposed, and response to emergencies. All students shall receive education about life threatening allergic conditions, prevention (such as limiting food swapping and purpose for allergen free zones), and anti-harassment, bullying and teasing of students with allergies. Information about allergies will be provided by the School Nurse.

When a child has been identified as allergic and offered an individualized plan of care the following steps will be taken:

- 1) All school personnel, including those who work with District-sponsored before and after school programs, who work with an allergic student who has an individualized plan of care are personally and legally responsible for implementing all aspects of the plan.
- 2) Teachers, leaders of District sponsored before and after school programs and staff, including custodial staff, cafeteria staff, and bus drivers who may be in contact with the child will receive information via confidential email from the School Nurse regarding the nature and extent of the child's allergy.
 - a. The School Nurse or designated Health Room Nurse shall provide information to this staff to address the specific needs of the children who are allergic and include a review of the signs and symptoms the specific children who are allergic may present and the emergency procedures required to treat them including, if necessary:
 - 1) The use of epinephrine;
 - 2) The location and availability of the allergic student's medication;
 - 3) The importance of prevention and risk reduction; and
 - 4) Notifying parents or guardians of an allergic student well in advance of any school event, activity, or project that involves or may involve the use of the allergen. In the case of a food allergy, the need to notify parents or guardians when an activity involves any food.

The District is not responsible for training outside organizations that use District facilities except to provide rules for the use of allergen free space. Outside organizations may be required to make participants in their activities aware that the District accepts no

responsibility for any harm caused by allergic incidents that occur on school property to people engaged in activities conducted by outside organizations, including incidents that may happen in space designated as allergen free.

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