

The risk of accidental exposure to allergy inducing foods can be reduced in the school environment when students, staff, parents, school nurses, and physicians work together to reduce the risks and ensure a safe educational environment for food allergic students. Although schools are unable to fully guarantee an allergy free environment, schools can utilize methods to significantly minimize the risks associated with nut allergies. These strategies will focus on prevention, education and emergency response.

The administration's responsibilities are as follows:

- Be aware of and appropriately follow state and federal laws with respect to the development of student accommodations through a Section 504 plan or IDEA process. A ~~Nut~~ Allergy 504 Plan or modifications to an existing IEP will be developed on a case by case basis when appropriate to do so.
- Make every effort to identify ~~Nut~~ Allergy students through the existing registration process. Building administrators will be responsible for follow up conversations with parents/guardians regarding specific information. Administrators, ~~upon identifying a Nut Allergy student will contact the school nurse who~~ will schedule a school wide in-service. The administrator will ~~contact the District's Registered Dietician, who in turn will~~ communicate with the school's food service staff; a separate meal plan, if needed, can be discussed. ~~(Special Meal Plan request form located on food service website link)~~. The administrator will contact the District's Transportation Coordinator so as to inform the student's bus driver for precautionary measures.
- Designate staff that will be properly trained to administer prescribed medications; ideally this will include a minimum of three personnel ~~(principal, secretary and paraprofessional at the elementary level—principal and two secretaries at the secondary level)~~. ~~Nut~~ Allergy medications will be kept in a designated and centrally located area for ease of access in accordance with Board Policy.
- Discuss field trips with the parent to determine appropriate strategies for managing ~~Nut~~ Allergy complications. School staff will give the student's parent prior field trip notice, and when appropriate, request the parent accompany the field trip. Medication(s) will be made available during all field trips according to Board policy.
- Provide information for substitute teachers regarding any written plan and Emergency Action Plan.
- Inform other parents, as necessary that there is a child in the classroom with a ~~Nut~~ Allergy *(elementary specific)* and ask for any particular assistance.
- Limit food used for class projects. Any food item used will be checked for allergy specific ingredients.
- Encourage children to wash hands after returning from lunch.
- Provide a written copy of the protocol to parents of students with the ~~Nut~~ Allergy.

Lunch Guidelines:

- A list of foods served containing nuts will be available upon request from parents.
- A “Nut Free” or “Other” table can be designated in the cafeteria for the student and friends who ~~wish to be “Nut Free”~~. wish follow allergy specific protocols.

The transportation department and bus driver responsibilities are as follows to and from:

- The Transportation Coordinator will ~~include specific language in the Transportation Department Handbook stating~~ reinforce that food of any kind is prohibited on the bus while going to and from school for buses with allergy riders. Bus drivers will enforce “prohibition of food” on the bus and will communicate to transportation supervisors any concerns regarding food items. Bus drivers do have approval for special occasion treats for children.

The parent’s responsibilities are as follows:

- Notify the school of the child’s allergy and update information as needed.
- Work with school personnel to develop a written plan to include completing the Anaphylaxis Emergency Action Plan.
- Provide the school with the completed District’s Medication Request and Release Form.
- Replace medication after use or upon expiration.
- Provide emergency contact information in the event a reaction occurs.
- Consider accompanying child on school field trips as requested.
- Educate child on the nature of their allergy to increase self-awareness and self-management of their ~~Nut~~-Allergy.

The student’s responsibilities are as follows:

- Refrain from trading or sharing food with others.
- Refrain from eating anything with unknown ingredients or are known to contain any allergen.
- Notify an adult immediately if he/she eats something he/she believes may contain an allergen.