

REGULATION

SCHOOL DISTRICT OF THE CHATHAMS

PUPILS

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ANAPHYLAXIS TO FOOD AND OTHER SUBSTANCES K-5

Regulation 5331A--ANAPHYLAXIS TO FOOD AND OTHER SUBSTANCES K-5

General Regulations:

All students bring their own snacks from home. The School District will not supply snacks for students.

Sharing of food is forbidden in all K-5 schools. This is the case in all classes--not just classes with food allergic children.

Teachers and other school staff, including substitute teachers, will not give food as a reward for good behavior and/or good work unless it is specified in a student's Individualized Educational Program.

At classroom celebrations, (Halloween and Winter Holidays, for example), all students are invited to bring their own special snack for that day. Group snacks and treats will not be provided by staff or by room parents for these classroom celebrations.

Any food that is as part of a classroom event or celebration must be eaten in the classroom. No food should leave the school to be consumed in unsupervised situations. The distribution of "goody bags" is forbidden.

Under no circumstances will peanut butter be used in classrooms or on school property as part of lessons, demonstrations or craft projects. This rule will apply to all areas of school building use, including those used for after school enrichment programs and scouting activities.

Accommodations will be made for children with special needs related to eating in the classrooms.

Planning Regulations:

Prior to entry into school (or for a student who is already in school, immediately after the diagnosis of a life-threatening allergy), the nurse will meet with the parent/guardian to develop an Individualized Health Care Plan.

All staff will receive annual in-service training in September regarding recognizing and responding to food allergy and other types of medical emergencies.

Procedures for a “Code Anna” have been developed and will be practiced at least annually and no later than October.

Classroom Regulations:

With written parent permission, the school will discuss the presence of the food-allergic child with all of the student’s teachers.

All teachers and other personnel will be instructed in recognizing and responding to allergic reactions.

Teachers will not use known allergens in classroom projects, lessons or celebrations.

With written parent permission, a letter, notifying parents of a student’s severe food allergies will be distributed in September to the parents of children in both the homeroom and any switch classes. The name of the child with the food allergy shall not be used.

Teachers will discuss the importance of the “no sharing” rule to protect all students from possible allergic reactions. The “no sharing” rule will be enforced throughout the school buildings.

Parents of food-allergic students shall provide safe snacks and treats to be kept in the classroom. Freezer space will be offered to parents for long term storage of safe snacks. These safe snacks may be used by the food allergic child as (1) an option for snack when a daily snack has not been brought from home, (2) as an option for a special snack used in conjunction with a class celebration and/or (3) any time a food allergic child has a need for extra food during the school day. Parameters for the use of food in conjunction with a lesson will be set by the teacher.

In advance of lessons, demonstrations or curriculum-related food use, the classroom teacher will communicate with the parents of the food allergic child. Details regarding the food to be used will be given. Permission for full participation, participation with accommodations or request

for exclusion from the lesson will be provided by the parents to the teacher. A form for this is available from the school nurse in each building.

In September, all teachers, paraprofessionals, substitutes and volunteers will be educated about the risk of food allergies. Specific information is available to all staff in a designated location in each building.

All K-5 students will receive instruction on the necessity for proper hand washing in their health classes.

Teachers must be familiar with the Emergency Care Plan for any student in their class and be prepared to respond to emergencies as per the emergency protocol documented in that plan.

In the event of an allergic reaction, where there is no known allergic history, the school nurse will be called and the school's emergency response plan activated. Emergency medical services will be called immediately upon administration of epinephrine.

Each classroom should have easy communication with the school nurse by such means as functioning intercom, walkie-talkie or cell phone.

Snacks of food allergic children should be kept in a separate snack box or chest or in their own personal lunch box.

If a student inadvertently brings a restricted food to a classroom they will not be allowed to eat that snack in the classroom. Instead the student will be directed to the health office or another location where that snack can be consumed safely. Before returning to the classroom the student will wash their hands.

If an animal is present in the classroom, special attention must be paid to the ingredients in their food, as many animal feeds contain allergens.

Cafeteria Regulations:

Staff who monitor the cafeteria and playground will be informed of the presence of students with severe allergies. These staff will be instructed and trained in recognizing and responding to potential allergic reactions.

Nurses will record details of food allergies into the electronic student information system, thereby making this information available to food service personnel.

The “no sharing” rule will be enforced by District staff who monitor the cafeteria.

While not required, and not deemed necessary for all students, with food allergies, parents of students with food allergies will be offered an opportunity for their child to seek and/or create safe space in the cafeteria. In consultation with parents, students may elect to eat at a special table or a special space at a table. These areas will be cleaned before and after use.

Students with food allergies will also be encouraged to “create safe space” by placing their own barriers (lunch box, placemats or napkins provided from home) on the surface of the table and by washing their hands before eating.

Areas designated “peanut-free” or “tree nut free” must be maintained as such by outside groups who use the space after school.

Cafeteria table and chairs will be cleaned thoroughly after each lunch period with soap and water.

Trash receptacles will be emptied after each lunch period.

Peanut butter may not be spread in lunchrooms, nor will it be spread in any of the district’s kitchens that supply lunches to our schools. Pre-made peanut butter and jelly sandwiches are available for purchase.

All children will be encouraged to wash their hands upon leaving the lunchroom and before using playground equipment and shared classroom supplies.

If a food allergic child would like to buy a school lunch, the parent of that child shall contact the food service manager to obtain a list of ingredients. The school nurse will provide the parents with the necessary phone numbers and contact information to assist the parent in order to facilitate this.

Field Trip Regulations:

Administrators and/or faculty members will inform the nurse of all upcoming field trips at least one month prior to the planned trip. This will facilitate planning for all special needs children on these trips.

Teachers will inform the parents of the food allergic child, in writing, of field trip activities that might require special accommodations. Parents will respond, in writing, regarding the need for accommodations, substitutions or exclusions from such activities.

Whenever students travel on field trips with their class or their school the name and phone number of the nearest hospital will be part of the teacher's emergency plan.

Whenever students travel on field trips with their class or their school, a request that all students consider bringing peanut-free lunches should be sent to every parent in advance of the trip.

Whenever students travel on field trips with their class or their school, the lunch of the children with life-threatening food allergies will be kept separate from other lunches to avoid cross-contamination.

Whenever students travel on field trips with their class or their school, students and staff will be encouraged to wash their hands after consuming food.

In the case of students who are not capable of self-administering medications: The adult responsible for carrying the emergency medication will travel on the same bus as the allergic child. The adult carrying the (medications) will be identified and introduced to the student as well as to the other adults on the trip.

Bus Regulations:

All field trip buses will be equipped with operational cell phones and/or two way radios in order to communicate with emergency personnel if needed.

Eating peanut butter on field trip buses is prohibited.

Physical Education and Recess Regulations:

Staff in gyms, playgrounds and other sites used for recess and physical education will have a walkie-talkie, cell phone or similar communication device for emergency communication.

If, for safety reasons, a medical alert identification (ID bracelet) needs to be removed during specific activities, the teacher will remind the student to replace this identification immediately after the activity is completed.

Interfacing With the Larger Community:

All outside groups that use School District of the Chathams buildings will be responsible to adhere to school policies regarding food. All written agreements for the use of school buildings

will require adherence to these policies. (This would include, for example, forbidding the use of peanut butter in projects.)

The nurse will post signs on the doors of classrooms that must be kept free of certain allergens for the purpose of informing the larger community of the need to restrict the use of specific allergens.

No student should be excluded from Board of Education sponsored after-school activities due to the risk of allergen exposure. However, students and their parents will be informed in advance, when electing to participate in afterschool activities, that a nurse is not on duty.

Programs that are run by the PTO, or other outside groups, will include written notification to parents that nurses are not on duty during after school programs.

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