

# Allergy Plan for St. Joseph School

## I. Rationale for an allergy plan

A. While only public schools are required to have an allergy plan by law, we are developing a plan because we have **students who are allergic to certain foods**:

1. ingested: include peanuts, tree nuts, bananas, and strawberries, eggs, dairy, wheat;
2. contact: include peanuts and all peanut products.
3. air-born food particles: none known.

B. We have many **students who have non-food related allergies**, including allergies to latex, insect stings, pollens, animal dander, and specific prescription medications.

C. We also have **parents and siblings of students** with severe food allergies who could have a reaction when emptying the lunch box or when visiting school for day time events, holiday parties, and after school meetings, games, and other evening events of all kinds.

**Prevention** by eliminating allergens as much as possible is the best method of ensuring the safety of all, school staff and parent volunteers must work together to keep students with allergies as safe as possible.

## II. Possible reaction

- A. itching from a rash or hives
- B. watering eyes and runny nose;
- C. swelling of the mouth, tongue, or throat
- D. life-threatening shock, requiring a prescription epi-pen injection and an ER visit via ambulance.

## III. Communication

- A. Parents must inform the school of allergies; Parents must provide prescription epi-pens if needed.
- B. Parents must supply the school with current copy of Illinois Food Allergy Emergency Plan and Treatment Authorization Form each year for each student with an allergy/epi-pen.
- C. Administration must provide each teacher with a list of their students with known allergies and a copy of the Allergy Action Plan for those students.
- D. Administration must inform staff, parents, coaches, room parents, other volunteers, and students of the policy.
- E. Administration must provide lunch room volunteers with a special lunchroom procedures training;
- F. Administration must alert individual parents immediately in the event of an adverse reaction to an allergen.
- G. All staff must be given a copy of the allergy plan.
- H. All school staff must be trained in emergency procedures in section XII below.
- I. All school parents must be informed about rules for the allergy plan.

## IV. Classroom Issues

- A. Bullying or teasing food-allergic students will not be tolerated; violators will be disciplined accordingly.
- B. Individual classroom snacks from home may not include any item that is a known allergen to any child in the classroom.
- C. Only designated room parents may provide Holiday party snacks which must be store-bought, individually wrapped by the manufacturer, and may not include peanut or tree-nut products, or made in a facility that produces peanut or tree nut items. All parents in a grade level will be given a list of proposed treats in advance of a holiday party.
- D. Only non-food birthday treats are allowed.
- E. Students may not share snacks or touch another student's snack food.
- F. Students may not bring into the school edible treats for birthday celebrations. Parents wishing to honor a student who is celebrating a birthday are encouraged to bring in non-edible treats or make a donation of a book to the library.

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G. Classroom parties organized by Parent Forum will distribute edible treats to students only after checking with parents at a grade level for appropriate allergy-free treats. Individual popcorn servings and water bottles will be preferred treats.

### V. Cafeteria Issues

- A. The school will establish an **allergy-free table section** where peanut or tree nut products and other known allergens to the group are not allowed. Students with allergies **may** use this table.
- B. Post recent pictures of children with allergies in the kitchen area of the cafeteria with allergy plan.
- C. Post rules for students including:
  - 1. **No sharing of food** or touching another child's food.
  - 2. **Clean up your own food** and papers when lunch is over.
- D. Cafeteria tables will be cleaned with anti-bacterial detergent.

### VI. Playground and Other Outdoor Activities

Parents may request that a student with **insect allergies** be allowed to remain indoors during "bee season." Alternative activities should be available for these students when possible.

### VII. Extended Day Care Issues

- A. Administration will provide extended day care worker with a list of known allergens for students enrolled in the extended care program.
- B. **Only snacks provided by the school** shall be allowed during morning or afternoon extended day care, as approved by administration. **No outside treats are permitted.**

### VIII. Field Trips

- A. No food or snacking is allowed on any bus.
- B. School cafeteria rules apply to students during lunch time while on a field trip:
  - 1. Maintain a separate peanut-free table section for a lunch group. An adult must wipe down this table before students sit down to eat. Teachers shall supervise students with food allergies if the parents are not on the trip.
  - 2. No sharing of food or touching another child's food.
  - 3. Clean up your own food and papers when lunch is over.
- C. Teachers shall carry medications for all students as needed, carry a cell phone for emergencies, and have a transfer plan to the nearest hospital.

### IX. Projects

- A. Class projects should never contain materials with known allergens within the class.
- B. Special activities (holiday cookie decorating, etc.) should never contain products with any known allergies among the members of the classes that take part.

### X. Substitute Teachers

Substitute information must include **a list of students** in the class who have allergies, and **a copy of the allergy plan**. Sub plans should also include instructions for **use of the emergency call system** in the classroom.

### XI. Staff Information

- A. All teachers will receive a list of students with medical and specific allergy issues
- B. All employees who work in the school shall be **informed** of this allergy plan, and **trained** in both preventive and emergency procedures.

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C. Staff must **maintain confidentiality**, treating allergies as any other health issues. There can be no open discussion about the health of specific students, nor should there be references to children by allergy “the peanut kid or the bee kid”.

### XII. Emergency Procedure

- A. Do not leave a child having a suspected allergic reaction alone.
- B. Provide first aid if needed.
- C. Provide an epic-pen injection, using the parent-provided prescription epic-pen, if needed.
- D. Call 911 for an ambulance to the nearest ER if an epic-pen has been used. Keep the used epic-pen for the paramedics.
- E. Alert administration immediately, which will alert the parents and accompany the student to the ER until the parents can arrive there.

### XIII. Revision to the Plan

The Allergy Plan for St. Joseph School will be reviewed annually and revised as needed on an on-going basis.