

Food Allergy Protocol for St. Thomas More School

Sequence for Notification

1. Parents notify STM School that their child has a food allergy.
2. STM School Food Allergy Protocol is shared with family.
3. Prior to the student beginning school, the family must provide a care plan to the school. This plan must be completed and signed by a *primary care physician or other licensed health care professional*.
4. The main office and or school nurse will notify all teachers who will work with student throughout the school year.
5. Parent meets with teacher(s) as requested by family.

Family Responsibility

Prior to a student's first day of school at St. Thomas More School, the individual needs of that student must be given to every teacher they encounter, including specials and cafeteria staff. The burden of providing this information rests originally with the parents/guardians along with family health care providers and subsequently with the school administration.

Any medication, including Epi-Pens, must be provided to the school adhering to the STM School medication policy. Parents must provide medication in original bottle directly to the Health Room. Students may not bring medication to school.

Menus for school lunches are provided for families. Responsibility rests with parents to provide a lunch that reflects the unique needs of their child. The school kitchen will not be able to provide specific preparation for individual school lunches.

Parents and their health care providers are responsible to educate children on signs and symptoms associated with this medical condition. In addition, parents are encouraged to educate their child on a personal food protocol.

Children should notify an adult if they suspect they have been exposed to an allergen or are experiencing symptoms that suggest they might have been exposed.

Faculty/Staff/Volunteer Responsibility

All faculty and staff should be trained in the management of food allergies. This would include an understanding of the disease, proper steps to be taken should a student be suspected of being exposed to an allergen, proper steps to be taken in case of a life-threatening emergency including the proper use of an Epi-Pen.

The St. Thomas More School Nurse is a vital part of this protocol. It is imperative that the School Nurse is in possession of the necessary skills, training and sensitivity to assist the school administration in implementing this protocol.

Lunchroom volunteers will receive information about this protocol. Volunteers need to have an understanding of the proper steps to take should a student be suspected of being exposed to an allergen.

With family approval, the lunch room coordinator will provide for lunch volunteers necessary information, including care plan, for each individual child.

Every effort and precaution will be taken to eliminate the possibility of exposure to nut products in all offices of the school.

Procedures for when a child is suspected to have been exposed to an allergen

1. School nurse is notified
2. If possible, child is escorted to the Health Room
3. School Nurse will follow care plan and other necessary steps to ensure the health & safety of the child
4. School Nurse notifies family

This entire protocol will be shared with all incoming families of St. Thomas More students identified as having a food allergy.

This protocol was developed using the *Pennsylvania Guidelines for Management of Food Allergies in Schools* found at http://www.foodallergy.org/files/PA_Guidelines_2011.pdf along with *School Guidelines for Managing Students with Food Allergies* from the Food Allergy & Anaphylaxis Network (FAAN) <http://www.foodallergy.org/>.