

Policy Guide



Policy No. 209.1

Section PUPILS

Title FOOD ALLERGY MANAGEMENT

Adopted JUNE 26, 2014

Revised _____

POLICY NO. 209.1 FOOD ALLERGY MANAGEMENT	
Section 1	<p><u>Purpose</u></p> <p>The Board is committed to providing a safe and healthy environment for students with documented food allergies and shall establish policy to address food allergy management in district schools in order to:</p> <ol style="list-style-type: none"> 1. Reduce and/or eliminate the likelihood of allergic reactions. 2. Ensure a rapid and effective response in the case of a severe or potentially life-threatening allergic reaction. 3. Protect the rights of students by providing them, through necessary accommodations when required, the opportunity to participate fully in all school programs and activities, including classroom parties and field trips. 4. Ensure a safe environment for any individual inside a District facility. <p>The focus of food allergy management shall be on prevention, education, awareness, communication and emergency response.</p>
Section 2	<p><u>Authority</u></p> <p>The Board adopts this policy in accordance with the applicable state and federal laws and regulations and the guidelines established jointly by the PA Department of Education and PA Department of Health on managing documented food allergies in the schools.</p>

SC 1422.3

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Section 3

Definitions

Food Allergy – an abnormal, adverse reaction to a food that is triggered by the body’s immune system.

Medical Plans of Care – written documents individualized for a particular student with a documented food allergy to address the student’s needs throughout the day, including:

1. **Emergency Care Plan (ECP)** – a medical plan of care based on the information provided by the student’s personal physician and parents/guardians and distributed to all school personnel who have responsibilities for the student which specifically describes how to recognize a food allergy emergency and what to do when signs or symptoms of these conditions are observed.
2. **Individualized Healthcare Plan (IHP)** – a medical plan of care that provides written directions for school health personnel to follow in meeting the individual student’s healthcare needs. The plan describes functional problem areas, sets goals for overcoming problems, and lists tasks/interventions to meet the goals.

The IHP shall include a Food Allergy Medical Management Action Plan developed by a student’s personal healthcare team and family, which shall outline the student’s prescribed healthcare regimen and be signed by the student’s board-certified allergist, family physician, physician assistant or certified registered nurse practitioner.

3. **Related Services Component in Individualized Education Program (IEP)** – that part of an IEP for a student receiving special education and related services which includes reference to development and implementation of an IHP and ECP for students with a documented food allergy as well as identifying the medical accommodations, educational aids and services to address the student’s needs.
4. **Section 504 Service Agreement** – a medical plan of care which references development and implementation of an IHP and ECP as well as other accommodations,

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educational aids and services a student with a documented food allergy requires in order to have equal access to educational programs, non-academic services and extracurricular activities as students without food allergies.

Section 4

Development/Enforcement for Medical Plans of Care

Prior to enrollment in the district or immediately after diagnosis of a food allergy, appropriate medical plans of care such as an ECP, IHP, Section 504 Service Agreement and/or IEP shall be developed for each student identified with a food allergy. Plans shall be developed by the school nurse, in collaboration with the student's healthcare provider, the student's parents/guardians, district or school nutrition staff, the student, if appropriate, and any other appropriate persons. Appropriate medical plans of care, on a case-by-case basis, may supersede Administrative Procedures.

Where a medical plan of care is developed, it should carefully describe the plan for coverage and care of a student during the school day as well as during school sponsored activities which take place while the student is under school jurisdiction during or outside of school hours. Medical plans of care shall include a component from the student's personal physician which provides information to the school nutrition service regarding each student with documented food allergies.

Medical plans of care should include both preventative measures to help avoid accidental exposure to allergens and emergency measures in case of exposure, including administration of emergency medication.

A complete set of a student's current Medical Plans of Care related to food allergies shall be maintained by the school nurse. Information or copies of the different components of a student's medical plans of care shall be provided to appropriate personnel who may be involved in implementation of the Medical Plans of Care.

Disregard of provisions set forth in a student's Medical Plan of Care by faculty or staff of Keystone Oaks will result in disciplinary action.

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identifying the following:

1. The medical or other special dietary condition which restricts the student's diet.
2. The food(s) to be omitted from the student's diet.

Section 6

Confidentiality

The District shall maintain the confidentiality of students with food allergies, to the extent appropriate and as requested by the student's parents/guardians. District staff shall maintain the confidentiality of student records as required by law, regulations and Board policy.

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Release of a student's confidential information by faculty or staff is a direct violation of FERPA and/or HIPAA laws and will result in disciplinary action.

FERPA, HIPAA

Section 7

Prevention

In order to reduce and/or eliminate the likelihood of allergic reactions the District shall enact guidelines to limit where food can be served and consumed in school facilities so that appropriate cleanliness standards can be maintained. Food may only be served and/or consumed in designated non-instructional areas, such as the cafeteria and staff lounges, except on a case by case basis where a student has medical or special education needs that must be met.

Events which will include food must be held in the cafeteria or another designated area. Faculty, staff, parents/guardians, and students must submit the type of food and complete ingredient list to the main office in each building 72 hours prior to that food being served to allow time for school personnel to review and approve, and provide a reasonable and similar substitution for the affected student. Food that is not pre-approved cannot be served and will be sent home.

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Section 8

Delegation of Responsibility

The Superintendent or designee, in coordination with the school nurse, school nutrition services, and other pertinent staff, shall develop, maintain, and periodically review administrative procedures to implement this policy or adopt as administrative procedures the suggested guidelines developed by the Pennsylvania Departments of Education and Health and National School Boards Association (NSBA) guidance on managing documented food allergies in district schools, including all classrooms and instructional areas, school cafeterias, outdoor activity areas, on school buses, during field trips, and during any activity occurring in a school facility outside of the school day.

Faculty or staff who become aware of a student’s food allergy and where no Medical Plan of Care is already established must report this to the school nurse so an evaluation can be made if the student has special dietary needs that need to be accommodated.

Administrative procedures will address the following components:

1. Identification of students with food allergies and provision of school health services.
2. Development and implementation of individual written management plans.
3. Medication protocols, including methods of storage, access and administration.
4. Development of a comprehensive and coordinated approach to creating a healthy school environment.
5. Communication and confidentiality.
6. Emergency response.
7. Professional development and training for school personnel.

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8. Awareness education for students.
9. Awareness education and resources for parents/guardians.
10. Monitoring and evaluation.

The Superintendent or designee shall annually notify students, parents/guardians, staff and the public about the district's food allergy management policy by publishing such in handbooks and newsletters, on the district's website, and through posted notices and other efficient methods.

References:

School Code – 24 P.S. Sec. 1422.1, 1422.3

State Board of Education Regulations – 22 PA Code Sec. 12.41

Family Educational Rights and Privacy Act – 20 U.S.C. Sec. 1232g

Individuals With Disabilities Education Act – 20 U.S.C. Sec. 1400 et seq.

Section 504 of the Rehabilitation Act of 1973 – 29 U.S.C. Sec. 794

Americans With Disabilities Act – 42 U.S.C. Sec. 12101 *et seq.*

Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance, Title 7, Code of Federal Regulations – 7 CFR Part 15

Nondiscrimination on the Basis of Disability, Title 28, Code of Federal Regulations – 28 CFR Part 35

Family Educational Rights and Privacy, Title 34, Code of Federal Regulations -34 CFR Part 99

Nondiscrimination on the Basis of Handicap, Title 34, Code of

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Federal Regulations – 34 CFR Part 104

Individuals With Disabilities Education, Title 34, Code of Federal Regulations – 34 CFR Part 300

Board Policy – 103, 103.1, 113, 113.4, 121, 146, 209, 210, 210.1, 216, 246, 805, 808, 810

Safe at Schools and Ready to Learn: A Comprehensive Policy Guide for Protecting Students with Life-Threatening Food Allergies – National School Boards Association

Pennsylvania Guidelines for Management of Food Allergies in Schools: Recommendations and Resource Guide for School Personnel – Pennsylvania Departments of Education and Health