

Life Threatening Allergy Policy

Allergies to food, latex, insects, and medications are very serious and potentially life threatening medical emergencies. Therefore it is important to develop classroom and school based plans to prevent allergic reactions. If a student, staff member or visitor experiences a life threatening allergy (LTA) reaction school staff must be prepared to act quickly to administer potentially life-saving medication, epinephrine, enact the school's Medical Emergency Action Plan (MERP), and report the incident. It is essential that a team approach be utilized to formulate a plan that ensures the health, safety, and academic achievement of students with LTA.

- Upon receiving information that a student has a LTA the nurse will meet/collaborate with the parents/guardians and student, when appropriate, to develop an Individual Healthcare Plan (IHP).
- Parents/guardians must provide medical documentation and medication/treatment orders from the primary care provider (PCP) or allergist. The parent/guardian will bring the student's medications with a prescription label as required by Mass General Law upon entry to school. Parents and PCP/allergist must sign the medication permission form for medication administration.
- The nurse will develop and update the student's IHP with the parents/guardians annually, or if there are any changes in the child's medical condition, classroom, or emergency action plan.
- The nurse, parents, PCP/allergist and student, when appropriate, will develop an Emergency Allergy Action Plan that will be distributed to teachers, their substitutes, specialist teachers and cafeteria staff.
- The parents/guardians will be notified of their child's right for an evaluation for Section 504 Plan based on the child's LTA, which is a recognized disability.
- The parent should indicate in the IHP who they want medical information shared with in accordance with the Family Educational Rights and Privacy Act (FERPA). The nurse will share LTA information with the designated staff members.
- The student's IHP/action plan will be distributed to the designated staff members. Teachers/specialists will be responsible for keeping an updated substitute folder containing health information that needs to be shared.
- Depending on the allergy, the age of the student, cognitive ability, parents/guardians request, and the medical orders the nurse will:
 - Encourage parent/guardians and students to carry their prescription labeled, current epinephrine auto injector in the front pouch of their school bag or on their person.
 - Send letters to all parents in the grade/class asking them to avoid sending their child to school with foods, latex etc., which may cause a LTA reaction.
 - Teach the students in the class about LTA using age appropriate materials.
 - Utilize more extensive methods to avoid contact with the allergen as determined by the individual child's needs.
 - Provide training about LTA awareness and the WPS LTA policy for staff, including itinerants, custodians and food service staff as soon as possible each school year.

- Train staff members to administer epinephrine via an auto injector in accordance with Massachusetts Department of Public Health regulations. Training to administer epinephrine is voluntary for staff members.
- Depending on the allergy, the age of the student, cognitive ability, parents/guardians request, and the medical orders the teacher/specialists will:
 - Enforce food free parties and activities
 - Enforce no food sharing at the elementary level
 - Encourage hand washing after eating to avoid cross contamination
 - Periodically remind students and parents that there should be no eating on the bus and other LTA safety measures
 - Remind newly enrolled students and parents regarding students with LTA in the classroom
 - Assign an epinephrine by auto injector trained staff person to students with LTA on field trips
 - Develop an emergency action plan for the field trip that includes how to activate EMS and emergency contact numbers
- Depending on the allergy, the age of the student, cognitive ability, parents/guardians request, and the medical orders the building administrators will:
 - Establish allergen free classrooms based on student needs
 - Establish an allergen free cafeteria table/s that is clearly identified and cleaned by staff
 - Send an Allergy Alert letter to all parents of children on buses with students who have LTA
 - Periodically remind students, parents and staff regarding no eating on the bus and other LTA safety measures
 - Principals and/or the House Master must approve and provide oversight for any bake sales and food related sales
- Teachers/Directors must notify the nurse of any field trips at least two weeks prior to the trip. The nurse will make plans for any medications that may be needed during the field trip. Section 504 and the Americans with Disabilities Act ensure that all students have equal access to field trips.
- Extra Curricular Activities Outside of School requires planning and coordination by the parents, school nurses, teachers/specialists and the individuals responsible for the program.
 - The individual planning the event/program is responsible for contacting the school nurse to insure that the parent/guardian and student with the LTA are included in the planning process.
 - The individual planning the event/program is responsible for the distribution of the WPS Extra-Curricular Emergency Medical Response Form
- Substitute teachers/nurses/paras will receive information about LTA and the WPS LTA Policy in their employment packet
- If, despite the best planning and teaching, a student/staff member/visitor has a LTA reaction the nurse, or trained staff member, will administer the student's prescribed epinephrine auto-injector. The student will be transported by ambulance to an appropriate medical facility. Nurses will maintain stock epinephrine auto-injectors for students/staff/visitors with a previously undiagnosed LTA reaction

- The parents will be notified immediately of a LTA reaction. The IHP and Emergency Action plan will be reviewed with all involved team members, and the plans will be revised as needed
- Additional procedures may be developed to implement the LTA Policy as needed
- The LTA Policy will be reviewed annually by the School Health Advisory/Wellness Committee, and recommendations for revision will be sent to the School Committee for review

Adopted: October 2000
Amended: May 2014