

Saint Joseph Catholic School

FOOD ALLERGY MANAGEMENT PLAN

At Saint Joseph School we take steps to provide a safe environment for your child with a food allergy and gluten sensitivity. As a partner in insuring your child's health and safety while at school, the Food Allergy Management Plan outlines the actions and responsibilities to insure the safest environment while at school.

Peanut Restricted School

Saint Joseph School is a peanut/nut restricted school and works hard to decrease any chance of cross contamination. The student and parent are the first line of safety in preventing an accidental ingestion of questionable or known allergen foods. The student with an allergy needs to be educated by his/her parents on food safety, label reading and to not consume any food that is not brought in by his/her parent.

Classroom Food Restrictions

All classrooms, the counselor's office, Title 1 office and the school clinic are restricted areas for the consumption of the following foods. At no time should any of the listed foods below be consumed in the above listed locations

- Peanut/Tree Nuts
- Peanut Butter
- Peanut butter crackers
- Peanut candy
- Peanut butter candy
- Any food with obvious peanuts/tree nuts or peanut butter
- Any food manufactured in a plant where peanut/other nuts are/may be manufactured

Since St. Joseph School has a "no sharing of food" policy in the school, foods that are labeled as processed on the same lines as peanut products, may be eaten by the student who has brought in the food in the lunch room.

On days when all students must eat in the classroom due to the closure of the cafeteria, the above restrictions will remain in place. If a student or parent forgets and packs a restricted item; the student with the restricted food item will be sent to the office to eat their lunch in a designated area based on availability since they may not eat it in the classroom under any circumstances OR a box lunch from the cafeteria will be provided to them in place of their peanut &/or other nuts containing lunch.

Once lunch is over, students will be given the opportunity to wash/wipe their hands and rejoin their class for recess.

Lunchroom Accommodations

All students with peanut/tree nut food allergies have a designated seating area at the end of the table with their classmates, on the inside isle. Lunch room monitors under the direction of the Lunch Room Supervisor are aware of the students with peanut/ or other nuts allergies and the students in the immediate area are not permitted to sit near them if peanut butter or restricted items are in their lunch.

Students with food allergies are not required to wash the tables down or pick up the trash of others in the lunchroom setting.

Peanut butter, peanut products and other nuts are not restricted for the lunch room. All students, especially those who eat any type of peanut/nut product have hand wipes available to wipe their hands before going outside or using the restroom. As mentioned above, they are not permitted to sit next to students with food allergies.

The practice of a separate “peanut/nut free” table is not mandated but is available for any student whom their parent has requested for a separate sitting accommodation.

Exemption – if a student does not want to sit with their classmates in the designated safety seating area for peanut /allergy restrictions, the child’s parent or guardian must submit IN WRITING, that their child is not required to sit in the safety designated seating area, and the lunchroom supervisors will NOT be responsible for monitoring their safety during lunch time.

This written request will be submitted to the principal, school nurse and lunch room supervisor and kept on file. There will be NO VERBAL exceptions to this practice.

Food Brought From Home

Students are not permitted to share food brought from home for lunch or snack with their classmates. No student should accept offered snacks or lunch foods. For class events and parties, the parents of a student with a food allergy and/or gluten sensitivity will need to provide non- perishable snacks, to be kept in the classroom that can be eaten by the student with an allergy/gluten sensitivity during class events. The non-perishable food should be placed in a clear zip lock bag and labelled with the student’s

full name, grade, expiration date of food items and the name of teacher. However, if a parent/guardian wants their child to participate in consuming the food provided for the class event, the **parent/guardian** has the option of giving clearance and permission for their child to eat the food provided for the class event **ONLY after they have reviewed the ingredients** and deemed it safe for their child to consume. **The clearance and permission note must be documented via email and kept on file hence a verbal clearance will not be accepted.**

Student Responsibility

A student with a food allergy and/or gluten sensitivity is responsible for knowing foods (including candy that may be distributed as a special treat) he or she can or cannot safely consume. Unless it is a food prepared by the parent, sent from home by the student's parent or approved by the student's parent, the student may not participate in eating this food treat at school. Any food items that are wrapped and distributed in the classroom, should the student with an allergy/sensitivity choose to take it home with a written permission from their parent, it will be sent in the original wrapping for parent review.

Bullying

Verbal or physical bullying or taunting related to a food allergy or restriction will not be tolerated. If a student with an allergy/sensitivity experiences any type of bullying related to his/her allergy, he/she needs to bring it to the teachers' attention immediately and it will be followed up by administration as well as the school nurse for education regarding the severity of food allergies.

Extended Day

Students who are registered in Extended Day and will be attending on an as needed (drop in) or regular basis will need to have a separate set of medications provided by a parent / guardian for Extended Day. However, per extended day policy, if a family is unable to provide a separate set of medication due to financial difficulties, the clinic and the Extended Day Director may trade off on the emergency medication at the end of the day and the Extended Day Director will return the emergency medication first thing in the morning once the clinic is opened. If your child is not registered in Extended Day, and his/her ride is delayed by an emergency, please notify the school clinic at 703-880-4318 as soon as possible. The clinic medication will be taken to Extended Day as an emergency back for that day only.

Emergency Medication

It is the parent's responsibility to provide all Emergency Medication to the clinic together with the appropriate medication forms, all signed and completed both by the parents/guardians and or physician on or before the first day of school. If a student's medication is not on hand at the clinic and the student experiences an allergic reaction 9-1-1 will be called.

Please note that only Medication Authorization Forms approved by the Office of Catholic Schools Diocese of Arlington are accepted. ***New forms are required at the beginning of every school year and need to be completed and signed by the child's health care provider who manages the child's allergies and by the responsible parent and or guardian.***

At the end of each school year, a reminder note will be sent to all parents to stop by the clinic (during a pandemic, the parent will pick up their medication from the front office) and collect their child's medication. At that time, the child's medication will be returned to the parent and ***new medication forms for the next school year will be handed out to the parent to be completed accordingly over the summer and returned with the child's medication on or before the first day of the next school year.***

Any medication not collected at the end of the school year will be discarded by the end of the week of the last day of school.

All forms listed below may be accessed online and downloaded from the **St. Joseph School website>Parent Resources> nurses' office.**

Important Medical Forms

- Virginia School Entrance Health form "***must be submitted prior to first day of school***"
- Virginia School Entrance Health Instructions
- Permission for Emergency Care "***now on power school for the front office***"
- Confidential Health History Update "**will be sent home on the first day of school**"
- Food Allergy and Anaphylaxis Emergency Care Plan "***must be submitted prior to first day of school if applicable***"
- Epinephrine Authorization "***must be submitted prior to first day of school if applicable***"
- Antihistamine Authorization "***must be submitted prior to first day of school if applicable***"

- Asthma Action Plan “*must be submitted prior to first day of school if applicable*”
- Inhaler Authorization “*must be submitted prior to first day of school if applicable*”
- Medication Authorization “*must be submitted prior to first day of school if applicable*”
- Diabetes Reference Emergency Plan “*must be submitted prior to first day of school if applicable*”
- Diabetes Medical Management Plan “*must be submitted prior to first day of school if applicable*”

Please note that if your child needs an EpiPen, these 3 forms must be completed: ***Food Allergy and Anaphylaxis Emergency Care Plan, Epinephrine Authorization and the Antihistamine Authorization forms***

******Antihistamine form – this form is ONLY for the antihistamine**

Benadryl/Claritin/Zyrtec MUST BE on the Antihistamine Medication Authorization Form, separate from the Epi-pen order, even if it is included on the action plan. It must be ordered on a separate form.

Please note that if your child needs an inhaler, these 2 forms must be completed: ***Asthma Action Plan and Inhaler Authorization forms***

*****Please note that the *Medication Authorization form* must be completed for ALL over-the-counter medication including chap stick, hand cream etc and any other prescribed medication that needs to be given in school while school is in session**

All forms must be completed and signed by the health care provider and parent/guardian as applicable

All prescribed medications need to be labeled with the pharmacy label and in the box distributed by the pharmacy.

For over the counter products, for example, Benadryl, Advil etc, these medications must be in their original container.

Medications must be current. ***It is the parent’s responsibility to replace medication in a timely manner.*** A notice of when medications will expire will be sent by the nurse

a month before the medication will expire. Expired medication must be replaced by the end of the month in which it expires. Expired medications cannot be relied on to treat an emergency reaction/condition.

June, 2021

St. Joseph School, Herndon

PARENT ACKNOWLEDGEMENT FORM FOR STUDENT WITH A FOOD ALLERGY/GLUTEN SENSITIVITY

Student Name:

Grade/Teacher:

St. Joseph Catholic School, Herndon

As a parent/guardian of a student with a life threatening food allergy/gluten sensitivity, I have received and read a copy of the Saint Joseph School Food Allergy Management Plan.

For the safety of my child, I will follow the plan as outlined above. I have had the opportunity to discuss any questions with the school nurse.

Parent Printed Name:

Parent signature date:

This form will be kept on file with the original medication order forms signed by the parent and health care provider.

Prepared by:

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School Nurse

703-880-4318