

Hays CISD

S.B. 27: Food Allergy Management Plan

Background S.B. 27 from the 82nd Texas legislative session requires school districts to adopt board policy by 8/1/12 addressing health and safety protocols for students with severe food allergies. HCISD Student Health Services collaborated with Child Nutrition Services, Maintenance, and Transportation to develop this plan.

GENERAL PROCEDURES

Procedures to limit the risk posed to students with food allergies shall include:

- I. Specialized training for employees responsible for the development, implementation, and monitoring of Hays CISD's food allergy management plan.

Resources used to develop the plan include 'Guidelines for the Care of Students with Food Allergies At-Risk for Anaphylaxis to Implement Senate Bill 27' from TDSHS, the Food Allergy Research and Education (FARE) as well as other school health resources

- II. Awareness training for employees regarding signs and symptoms of food allergies and emergency response in the event of an anaphylactic reaction.
 - A. *All instructional, Transportation and custodial staff will complete the district's Health Emergencies: Life Threatening Allergies Training. The training details anaphylaxis signs/symptoms, emergency response actions, and general strategies to reduce exposure to allergens. This must be completed by full-time staff.*
 - B. *Child Nutrition staff will:
Annually provide department trainings regarding recognition of allergic reactions, how to avoid cross-contamination and how to handle anaphylaxis in the cafeteria.*
- III. General strategies to reduce the risk of exposure to common food allergens

Strategies to reduce food allergen exposure for HCISD staff include:

- *reviewing cafeteria menu items, identifying potential allergens and making appropriate accommodations as outlined in dietary orders received from licensed healthcare providers for meals served to students with life-threatening food allergies*
- *limiting or reducing the use of potential food allergens in classroom projects/activities*
- *encouraging only pre-packaged food items with complete ingredient lists in the classroom for projects, activities and celebrations*
- *training Child Nutrition staff to prevent cross-contamination during food preparation, to read product labels and identify hidden allergens*

- *identifying areas in the classroom that will be ‘allergen-safe’, enlisting the help of parents in this process*
- *implementing appropriate handwashing procedures including washing hands before and after meals*
- *ensuring that appropriate staff are trained in reading product labels and identifying hidden allergens in foods*
- *ensuring that Child Nutrition procedures used to review menu items, identify potential allergens and make appropriate menu accommodations as ordered by HCP orders are consistently followed by every staff member*
- *encouraging and enforcing no sharing of food wherever it may be available*
- *monitoring and enforcing strict cleaning procedures, particularly if after-school activities involve any consumption of food allergen- containing foods in the areas used by afterschool activities*
- *enforcing no eating policies while on the school bus with appropriate medical considerations and exceptions made as needed*
- *considering assigned school bus seating arrangements if necessary*
- *ensuring that the Transportation department keeps a current list of students who have food allergies including whether they self-medicate for anaphylaxis*
- *notifying all pertinent staff in advance of field trips to allow time for necessary food preparation*
- *building training and response provisions regarding food allergies into contracts for outsourced programs*

IV. Methods for requesting specific food allergy information from a parent of a student with a diagnosed food allergy.

Campuses shall ensure that:

- *a completed Emergency Health Card (hard-copy or on-line), which inquires whether a life-threatening food allergy is present, is received from every student*
- *the school nurse follows up with parents of students listed as having a life-threatening food allergy. The parent must present written documentation from the child’s health care provider of the life-threatening food allergy. The nurse will ensure a ‘Food Allergy Action Plan’ (FAAP) is on file if the student’s health care provider states in writing they have a life-threatening food allergy*
- *documentation, including the FAAP is provided to the campus cafeteria manager so that appropriate dietary accommodations can be made.*

V. Annual review of the District’s Food Allergy Management Plan.

- A. *Each instructional campus shall have a food allergy management team composed of the school nurse, campus administrator (principal or assistant principal), cafeteria manager, and head custodian. This team will review the campus food allergy management plan annually and as needed.*

- B. *The District Food Allergy Management Plan, developed by the District's Food Allergy Coordinator (Director of Student Health Services) and Food Allergy Management Team (Directors of Child Nutrition, Transportation, and Maintenance/Facilities), and a campus administrator will be reviewed at least annually and more often as needed, taking into consideration any recommendations from campus & department food allergy management teams.*

STUDENTS AT RISK FOR ANAPHYLAXIS

Procedures regarding the care of students with diagnosed food allergies who are at risk for anaphylaxis shall include:

- I. Development and implementation of food allergy action plans, emergency action plans, individualized healthcare plans, and Section 504 plans, as appropriate

Principals will ensure that specific food allergy information requests (the 'Emergency Medical Form' included in each student registration packet); have been completed by parents at the beginning of the school year.

Health Services staff shall refer to Emergency Medical Form to identify students with food allergies. If a potential food allergy is identified, the parent/guardian will be contacted by the school nurse to discuss the extent of the life-threatening allergy and to request a Food Allergy Action Plan. A written note from the student's health care provider will be required to make dietary substitutions and to remove such dietary substitutions if allergies no longer exist. After this information has been received an Individualized Healthcare Plan will be developed in coordination with each campus food allergy management team and supervising RN. The campus food allergy management team and supervising RN will help determine whether a Section 504 plan is warranted as well. Forms may be found at www.hayscisd.net/Page/414.

- II. Training, as necessary, for employees and others to implement each student's care plan, including strategies to reduce the student's risk of exposure to the diagnosed allergen

Principals and Student Health Services staff (campus RN) will ensure that all pertinent instructional staff are trained on how to administer medications and handle an anaphylactic emergency.

- III. Review of individual care plans and procedures periodically and after an anaphylactic reaction at school or at a school-related activity

- A. *Reports detailing event occurrences after any student's anaphylactic reaction incident shall be followed up on, with input from the district's Food Allergy Management Team as appropriate.*

- B. Feedback to the District Food Allergy Management Team regarding the district's Food Allergy Plan will be provided annually and as needed*

DISTRIBUTION

Information regarding this policy and Hays CISD's food allergy management plan shall be made available at each campus and available on the Hays CISD website.