

**St. James School**  
**Allergy Awareness Policy**

More and more children are developing allergies. Food and bee sting allergies can be life threatening. In order to minimize this risk and provide a safe educational environment for all children, the following procedures must be taken and safety steps taken:

**Family's Responsibility:**

- Notify the school of any allergies and their severity
- Provide written medical documentation, instructions, and medications as directed by a physician
- Discuss medical history, medication, and any other pertinent information with the school nurse  
Include a photo of the child for health record
- Provide properly labeled medications and replace medications after use or upon expiration.
- Educate the child in the self-management of their allergy.
  - Food allergies
    - \*safe and unsafe foods
    - \*strategies for avoiding exposure to unsafe foods
    - \*symptoms of allergic reactions
    - \*how and when to tell an adult they may be having an allergy-related problem
    - \*how to read food labels
- Provide emergency contact information
- Discuss field trips as related to student's allergy
- Parent provides food allergy students with their own "treats" for classroom celebrations/or food at school social gatherings
- Parent of food allergy affected students network to form support groups
- Parents instruct students not to share food

**School's Responsibility:**

- Be knowledgeable about and follow applicable federal and state laws regarding allergies.
- Review health records
- Include allergic students in school activities.
- Work with parents to establish a prevention plan
- All medications are properly stored
- Emergency kit is available
- Physician's orders for epinephrine are easily accessible and clearly marked for individual students
- Students may carry their own epinephrine, if age appropriate
- School personnel are properly trained to administer epinephrine and reviewed annually
- Cafeteria staff aware of students with food allergies
- Provide a food allergy friendly table in the cafeteria
- No eating policy on school buses
- Food is not permitted as a reward or incentive
- Food is not exposed in general areas
- Students do not share food
- List of students and specific allergies are listed in teacher's plan books and substitute folders
- "Allergy Alert" notation on classroom doors if allergic students are within. Specific allergy is noted on card
- Educate all students through child appropriate story books about living with allergies

**Symptoms of Allergic Reaction:**

- **Swollen face or lips**
- **Closing throat**
- **Difficulty breathing**
- **Vomiting**
- **Coughing, sneezing, watery eyes**
- **Skin that is bumpy, red, and itchy**

**If any child presents with these symptoms in the classroom, playground, cafeteria they are to be taken to the nurse or the nurse summoned immediately. In the case of severe reaction, call 911.**