

**Per BOE Policy 7:285:** To address the needs of students with food allergies in school, the District has developed and implements a Food Allergy Management Program. While it is not possible for the District to completely eliminate the risks of exposure to allergens when a student is at school, the Food Allergy Management Program helps the District reduce these risks and provide accommodations for students and management of allergic reactions.

The following protocol has been developed to be responsive to the needs of students who are identified as having a nut allergy. This protocol is intended to restrict peanuts, tree nuts, and all other nuts. These restricted foods will be referred to under the general heading of “nuts” throughout the protocol.

## Nut-Restriction Protocol

### Notification

For classrooms that have been designated as nut-restricted classrooms, a letter, email, and “all call” will be sent to parents/guardians of students in the class a week before the start of the school year to notify parents/guardians of the guidelines and restrictions for the classroom. The Director of Health Services, building Principal and building Nurse will work together to send out consistent communication for all affected.

The School Nurse checks in with parents/guardians of students with identified nut allergies by phone as early as possible, but at least one day prior to the first day of school to review the student’s 504 Plan and Emergency Action Plan. The School Nurse will determine whether a 504 Plan meeting is necessary to review or update the plan, or upon request by the parent/guardian.

### Classroom

Classroom is clearly marked with signage, both outside and inside the classroom, indicating it is a nut-restricted zone.

Students wash their hands as a class before and after eating, or working with food products. This also applies to students entering from other classrooms or after transitions, when food products have been used.

Any food eaten in the classroom may not contain nuts and must be labeled as not manufactured with products that contain nuts. This applies to any food eaten in the classroom, including daily snacks and classroom celebrations.

Teacher checks snacks and treats daily, either in the morning or prior to snack time, to ensure they are compliant. Any non-compliant snacks will be removed from the classroom. Alternative snacks will be available to students in place of any non-compliant snacks.

### Lunch Room

A nut-restricted table(s) will be provided in the lunch room at a school where there are students with identified nut allergies. The nut-restricted lunch table will be clearly marked with signage indicating the table is a nut-restricted zone.

Students with identified nut allergies will be assigned to the nut-restricted tables. Other students may eat at the nut-restricted tables only if they have a school-provided hot lunch for the day.

The lunch room will be supervised at all times and rules regarding nut-restricted tables will be enforced.

The nut-restricted table is wiped down with a clean cloth using soap and water prior to each lunch period.

#### Training

All staff is trained annually on anaphylactic reactions and management. In addition, staff receives training on the management of students with life-threatening food allergies. Appropriate staff is notified of the student's nut allergy, 504 Plan, and Emergency Action Plan.

#### Paperwork and Medication

A student's Section 504 Plan and Emergency Action Plan are kept on file in the nurse's office.

A student's Epi pen, Benadryl, and/or other medication as prescribed are kept in the Nurse's Office with corresponding completed Medication Authorization Forms. If the required documentation is provided, a student may self-carry and self-administer his/her own Epi pen. (Per BOE Policy 2:270 & IL School Code)

#### Field Trips

Parents/guardians of students with identified nut allergies will be given notice in advance of field trips, by school personnel. A student's 504 Plan and Emergency Action Plan will be followed for the field trip. If any special arrangements must be made based on the type of field trip, school personnel will contact the parents to discuss and document these arrangements.

The student's 504 Plan / EAP will be followed during field trips, which will specify how medication will be handled on the day of the field trip.