

SAN JUAN UNIFIED SCHOOL DISTRICT GUIDELINES FOR THE MANAGEMENT OF LIFE-THREATENING ALLERGIES

Introduction

The San Juan Unified School District is aware that anaphylactic reactions, most often caused by exposure to substances to which a student is allergic, can be life threatening. The sources of these allergens are typically food, medicines, insects and latex. The risk of accidental exposure to these allergens can be reduced in the school setting when school staff, students, parents/guardians, and physicians work together to minimize risks and provide a safe environment.

When a student has a life-threatening allergy it is the responsibility of the parent/guardian to inform the school staff of the student's allergic condition. The student's physician will establish specific treatment procedures and provide these to the school. School staff will be made aware of these procedures and be knowledgeable about the location of necessary medications and their administration. Training shall be provided to school site staff to recognize the reactions, follow the written procedures, and be aware of the District's guidelines regarding life-threatening allergies.

District staff will work with parents/guardians on an individual basis, to accommodate the needs of the student with allergies/potential anaphylactic reactions. The goal for these students is to diminish the risk of accidental exposure to their specific allergens.

Legal Reference

DISTRICT POLICY

5141.21 *Medication Administration*

EDUCATION CODE

49403 *Cooperation in Control of communicable Disease and Immunization of Pupils*

49414 *Administration of Epinephrine Auto-injectors*

49423 *Administration of Prescribed Medication to Pupil*

49423.5 *Specialized Physical Health Care Services*

49423.6 *Medication; Administration in Public Schools*

CALIFORNIA CODE OF REGULATIONS, TITLE 8

5193 *Bloodborne Pathogens*

SAN JUAN UNIFIED SCHOOL DISTRICT GUIDELINES FOR THE MANAGEMENT OF LIFE-THREATENING ALLERGIES

I. Identification of Students at Risk

A. Parent/Guardian Responsibilities

1. Annually, in writing, notify the child's teacher, principal and school nurse of the allergies.
2. Provide emergency contact information, including the name, phone number, fax number and address of the treating physician.
3. Provide written medical documentation, instructions and medications as directed by a physician together with written authorization for release of confidential medical information. Include a photo of the child to be used with the Plan.
4. Provide properly labeled medications and replace medications after use or upon expiration. SJUSD policy #5141.21 requires renewed medication authorization at the beginning of each school year.

B. School Responsibilities

1. Identify a core team to include the school nurse, teacher, principal, and office staff to work with parents and the student to develop a Plan.
2. School nurse will review the health records submitted by parents and physicians and, as appropriate, develop an individualized health care plan (Plan).
3. Assure that all staff who interact with the student on a regular basis understand allergies, can recognize symptoms and know what to do in an emergency. These individuals will work with other school staff to limit, whenever possible, the use of allergens in meals, educational tools, arts and crafts projects, or incentives.
4. Be knowledgeable about and follow applicable federal laws including ADA (Americans with Disabilities Act), IDEA (Individual Disability Education Act), Section 504, and FERPA (Family Educational Rights and Privacy Act), HIPAA (Health Insurance Portability and Accountability Act) and any state laws or District policies that apply.

C. Student Responsibilities

1. It is recommended the student wear a MedicAlert identification that states his/her specific allergies.
2. Student will know the location of his/her auto-injectors (EpiPen) or other emergency medications.
3. Be proactive in the care and management of their food allergies and other reactions based on the student's developmental level.

II. Treatment Procedures

A. Parent/Guardian Responsibilities

1. Work with the school team to develop a Plan that accommodates the student's needs throughout the school, including the classroom, the cafeteria, before and after-school childcare programs, school-sponsored activities, and when using school-sponsored transportation.
2. After any allergic reaction occurs, review the Plan with the core team members, parents/guardians, student and physician.

B. School Responsibilities

1. Coordinate with the school nurse and office staff to be sure medications are appropriately stored, and kept in an easily accessible, secure location.
2. Designate school personnel who are properly trained to administer prescribed medications in accordance with District policy #5141.21 and Education Code 49414. All school staff should be made aware of which staff members are trained to use the EpiPen and other medications.
3. School Nurse will provide annual training for appropriate staff. This training will include allergy awareness, a demonstration and guided practice on the use of the EpiPen (auto injector), and other prescribed medications. The training standards recommended in Education Code 49414 will be used for this training.
4. Be prepared to handle a reaction and ensure that there is a staff member available who is properly trained to administer medications during the school day regardless of time or locations.
5. After any allergic reaction occurs, review the Plan with the core team members, parents/guardians.
6. Work with the District Transportation Department to assure that school bus drivers receive training which includes symptom awareness, and what to do if a reaction occurs.
7. When participating in field trips, performances, or athletic events away from the home school, the EpiPen and Plan should accompany the student. It is recommended a cell phone be carried on all field trips. If an EpiPen is administered, 911 must be called immediately.

C. Student Responsibilities

1. Notify an adult immediately if they eat something or come in contact with a known allergen.
2. Carry at least one EpiPen with them at all times (age appropriate) and have back-up EpiPen(s) available in other locations at the school.

III. Allergen Awareness/Avoidance

A. Parent/Guardian Responsibilities

1. Educate the student in the self-management of their allergy (e.g. food, medications, insects & latex) including:
 - Symptoms of allergic reactions
 - Strategies for avoiding exposure to unsafe allergens
 - How and when to tell an adult they may be having an allergy-related problem
 - Safe and unsafe foods and/or materials
 - How to read food labels and ingredient lists (if appropriate)

B. School Responsibilities

1. Follow federal/state, and District laws and regulations regarding confidentiality and sharing of medical information about the student.
2. Take threats or harassment against a student with allergies seriously.
3. Inform substitute teachers of the students with allergies under their supervision. The Plan for these students should be readily available in the classroom for use by the substitute teacher.
4. District staff will work with parents/guardians to accommodate the needs of the students on an individual basis to diminish the risk of accidental exposure to specific allergen(s).
5. Support the student with allergies by having all classroom parents/guardians consult with the teacher before supplying food or craft supplies.
6. All students should be instructed to wash their hands after eating something that could be dangerous to classmates with allergies.
7. Discuss school activities and field trips, in advance, with the parent/guardian and student to determine appropriate allergen avoidance strategies.

C. Student Responsibilities

1. Wash hands before eating.
2. Never eat anything with unknown ingredients or known to contain any allergen.
3. Do not place food in direct contact with a desk or table.
4. Never trade or share food, utensils or containers with others.
5. Agree to eat only food that has been brought from home unless prior approval by the parent/guardian has been given.