

Keller Independent School District

School Health Services Guidelines

Care of the Student with Food Allergies At-Risk for Anaphylaxis

Purpose:

To provide guidance in the management of students with food allergies at-risk for anaphylaxis at school.

Responsibility:

School Nurse, Campus Administrators, Child Nutrition, Teachers, Students, and Parents.

Other applicable policies: FFAF (LEGAL), FFAF (LOCAL) Other applicable policies: FFAF (LEGAL), FFAF (LOCAL)

Background:

A *food allergy* is an abnormal response to food, triggered by the body's immune system (NIAID, 2010). Symptoms of a food induced allergic reaction may range from mild to severe and may become life-threatening. Reactions vary with each person and exposure to a *food allergen* and the severity of an allergic reaction is not predictable. With the increasing prevalence of food allergies in the past two decades, care of students with life-threatening allergies has become a major issue for school personnel (Sheetz, 2004). School personnel should be ready to effectively manage students with known food allergies and should also be prepared to recognize symptoms of an allergic reaction in both diagnosed and undiagnosed students in order to respond to the student's emergency needs.

Strict avoidance of food allergens and early recognition and management of allergic reactions are important measures to prevent serious health consequences (U. S. Food and Drug Administration, 2008). Children spend up to 50 percent of their waking hours in school, and food containing allergens are commonly found in schools. Thus, the likelihood of allergic reactions occurring in schools is high (Sheetz, 2004). Studies show that 16-18 percent of children with food allergies have had allergic reactions to accidental ingestion of food allergens while in school. Moreover, food-induced anaphylaxis data reveals that 25 percent of anaphylactic reactions in schools occur among students without a previous food allergy diagnosis (Sicherer, 2010 & Nowak-Wegrzyn, 2001).

Currently, management of food allergies consists of educating children, parents and care providers, including school personnel, about strict avoidance of the food allergen, recognizing the signs and symptoms of an allergic reaction, and initiating emergency treatment in case of an unintended ingestion or exposure. In order to address the complexities of food allergy management in schools, it is important that students, parents/caregivers, and school personnel work cooperatively to create a safe and supportive learning environment (National School Boards Association, 2011).

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Definitions:

Allergen Aware Zone:	an area designated in the cafeteria adjacent to class seating where a student may sit with the class but only be immediately surrounded by peers who have food free of the allergen which may adversely affect the student. This area is typically at the end of the row of rectangle tables or a specific section of a round table. The zone should not be physically removed from the section of tables assigned to the class.
Anaphylaxis:	a serious allergic reaction that is rapid in onset and may cause death. Anaphylaxis occurs within a few minutes to several hours after exposure to the allergen.
Auto-injector:	a pre-measured, spring-loaded pen-like device used to administer epinephrine and designed for ease of use by non-medical persons.
Cross Contamination:	when an allergen is transferred from one item (utensils, pots, pans, countertops, surfaces, etc.) to another.
Food Allergy Emergency Action Plan: (FAEAP)	a personalized emergency plan that specifies the delivery of accommodations and services needed by a student in the event of a food allergy reaction.
Emergency Medical Service (EMS):	an emergency medical technician or paramedic that is training to provide out-of-hospital medical care in urgent situations and providing transportation to the nearest hospital.
Epinephrine: (Adrenaline)	medication used to counteract anaphylaxis, usually administered via an auto-injector.
Food Allergy:	a potentially serious immune-mediated response that develops after ingesting or encountering specific foods or food additives.
Food Intolerance:	an unpleasant reaction to a food that, unlike a food allergy, does not involve an immune system response or the release of histamine.
Individualized Healthcare Plan (IHP):	a plan written by the school nurse (RN) that details nursing services to be provided to a student because of the student's medical condition based on medical orders written by a health care provider in the student's medical home.

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Parent Statement of Food Allergy Form:

form to disclose whether the child has a food allergy or a severe food allergy that, in the judgment of the parent/guardian should be disclosed to the district to enable the district to take necessary precautions regarding the child's safety and specify the degree to which the child is allergic and the nature of the allergic reaction.

A form signed by a licensed physician that indicates the disability, explains why the disability restricts the child's diet, the major life activity affected by the disability; and the food or foods to be omitted from the child's diet and the food or choice of foods that must be substituted.

School Nurse:

a person who holds a current license as a registered professional nurse (RN) from the Texas Board of Nursing as outlined in the Texas Administrative Code, § 153.1021.

School-Sponsored Activity:

any activity, event, or program occurring on or off school grounds, whether during or outside of regular school hours, which is organized and/or supported by the school.

Severe Food Allergy:

a dangerous or life-threatening reaction of the human body to a food-borne allergen induced by inhalation, ingestion or skin contact that requires immediate medical attention.

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Procedure:

1. Notification of a food allergy
 - Upon enrollment of a new student, the parent or guardian indicates if their child has a known severe food allergy during the online enrollment process.
 - This is the first step in planning care for the student with a severe food allergy. If the student is diagnosed with a severe food allergy after online enrollment is completed, the parent or guardian should notify the campus nurse directly.

2. Upon review of the online enrollment records, the campus nurse will:
 - Identify students with severe food allergies.
 - as applicable, request parent completes and submits the following forms:
 - **Parent Statement of Food Allergy Information** form
 - **Request for Medication Authorization** form, with physician signature
 - **Food Allergy Emergency Action Plan (FAEAP)** form, with physician signature
 - **Allergen Aware Zone** form
 - Review and complete the FAEAP and distribute to personnel with a need to know.
 - Develop an IHP for the food allergy as applicable, in collaboration with physician, parent, administrator and teacher.
 - Notify Child Nutrition and Transportation
 - Initiate the 504 processes, if appropriate

3. Environmental Controls will be established on the campus through:
 - Designation of the campus as “Allergy Aware” by posting signs on main doors, cafeteria and identified classroom doors. On elementary campuses, and where appropriate, the specific allergen may be listed on the classroom door.
 - As appropriate, classroom/grade level parent communication regarding specific allergies.
 - Offering a “allergen aware zone” in the cafeteria
 - The allergen aware zone will be cleaned with supplies designated specifically to this zone. Campus administration will communicate specific needs to the Director of Operations and Distribution and campus custodian.
 - Hand washing (soap and water or hand wipes) after meals

4. Level I training will be conducted annually for all employees through the Professional Development Compliance process at the beginning of the school year.

Level I Training: This includes district wide education to all school personnel on every campus. Training will cover the following subjects:

- Most common food allergens
- Hazards related to the use of food for instructional purposes
- Importance of environmental controls
- Signs and symptoms of an anaphylactic reaction
- How to use an FAEAP
- How to administer epinephrine

Level II training will be coordinated and conducted by the school nurse on the campus level.

Level II Training: This training is for all employees who are associated with the student including but not limited to the classroom teacher(s), cafeteria personnel, club sponsors, coaches, and before/after

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school caregivers. This does not include contracted providers, such as after-school care providers.

Training will cover the following subjects:

- More in-depth Level I information
- Identifying students at risk for anaphylaxis
- Planning for students who do not have epinephrine at school
- Development and implementation of FAEAP/IHP/504 plan(s)
- Communication procedures for initiating emergency protocols, including substitute staff.
- Environmental control factors including hand washing and cleaning procedures
- Working with EMS
- Post anaphylaxis debriefing

School Nurse should document Level II training on **Anaphylaxis/Food Allergy Level II/Epinephrine Documentation** form and keep it in the Red Sub binder.

5. In the event of an anaphylactic event, a post exposure conference will be held on the campus. The school nurse, along with the campus administrator, should coordinate.

The following will be addressed in the debriefing:

- Identification of the source of the allergen exposure
- Steps to prevent future exposure
- Review Food Allergy Emergency Action Plan (FAEAP)
- Interview of the student and witnesses regarding events leading up to incident
- Work with Child Nutrition if allergen was due to food served by the school
- Review FAEAP/IHP/504 plan(s)
- Replacement of epinephrine if used at school

6. In the rare event of a fatal reaction, the district's crisis plan will be activated.

1. There will be an annual review of this process by Health Services.

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Severe Food Allergy - Responsibilities of Family & Student

In promoting a safe school environment for children with food allergies at-risk for anaphylaxis, students, parents, and school personnel should work as a team in identifying students at-risk for anaphylaxis, reducing the risk of exposure to food allergens and to react quickly should an exposure or allergic reaction occur.

The responsibilities of the family include:

- Notifying the school of the student's allergies in accordance with TEC, Section 25.022. Accurate reporting during the online enrollment process is the preferred method of notification. This is the first step in planning care for the student with a severe food allergy. If the student is diagnosed with a severe food allergy after online enrollment is completed, the parent or guardian should notify the campus nurse directly.
- Working with the School Nurse (RN) to develop and review the Food Allergy Emergency Action Plan (FAEAP) and Individualized Health Plan (IHP) as well as discussing accommodations the student will need throughout the school day, during school-sponsored activities, and on the school bus.
- Providing completed and signed KISD Medication Authorization form (signed by physician), Allergen Aware Zone form and Food Allergy Emergency Action Plan (signed by the physician) to the school nurse.
- Providing properly labeled medications and replacing medications after use or upon expiration.
- Working with your child in the self-management of their food allergy including:
 - 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 (age appropriate),
 - If age is appropriate, the importance of carrying and administering their personal asthma and anaphylaxis medications as prescribed.
- Meeting with the school staff for a post-exposure conference.
- Providing emergency contact information and *update when needed*.

The responsibilities of the family for before/after school childcare or other activities outside of the instruction day but held on the school campus include:

- Working with the after-school program providers that are not staffed by KISD employees to develop and review the FAEAP as well as discuss accommodations the student will need during the before/after school program.
- Completing appropriate medication authorization and health forms as requested by the vendor.
- Providing properly labeled medications and replacing medications after use or upon expiration.
- 504 accommodations do not apply to before/after school activities provided by an outside agency.

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The responsibilities of the student include:

- No trading of food with others.
- Not eating anything with unknown ingredients or known to contain any allergen.
- Being proactive in the care and management of their food allergies and reactions (as developmentally appropriate).
- Immediately notify an adult if they eat something they believe may contain food to which they are allergic.

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Severe Food Allergy - Responsibilities of School Nurse (RN)

In promoting a safe school environment for children with food allergies at-risk for anaphylaxis, students, parents, and school personnel should work as a team in identifying students at-risk for anaphylaxis, reducing the risk of exposure to food allergens and to react quickly should an exposure or allergic reaction occur.

Responsibilities of school nurse (RN):

- Review health conditions provided by parents during online enrollment and request appropriate documentation from parents.
- Review the KISD Parent Statement of Food Allergy Information.
- Work with parent/guardian and student in development of FAEAP and IHP.
- Ensure that the required paperwork has been submitted.
- Document all information on electronic computerized record.
- Ask KISD coaches/sponsors of before and after school sponsored activities for a list of students participating in the program(s).
- Notify Child Nutrition, Transportation, Teachers, KISD After-School Coaches/Sponsors of the enrollment of the student with a severe food allergy as applicable.
- Provide classroom teacher(s), Transportation, and any other staff with a need to know with a copy of the FAEAP.
- Provide teachers with Food Allergy Notice for Parents to send home notifying parents that a student in their classroom has a severe food allergy and what their role is in keeping the classroom environment safe.
- Ensure that medications are properly labeled and note expiration dates on electronic health records.
- Encourage parents to keep extra epinephrine in the clinic if the student will be carrying the medication with them.
- Store medication in an accessible but unlocked cabinet in case of an emergency.
- Provide Level I and Level II Food Allergy training as outlined in the Care of the Student with Food Allergies At-Risk for Anaphylaxis guidelines. Maintain documentation of Level II training on **Anaphylaxis/Food Allergy Level II/Epinephrine** Training form.
- Periodically assess staff readiness to administer epinephrine when needed. (For example, prior to field trips.)
- Ensure that a Level II staff member is trained to attend field trips and school sponsored activities. For students who are authorized to self-carry epinephrine auto-injectors, coordinate Level II Food Allergy training to bus drivers who have a student with food allergies who are at-risk for anaphylaxis on their route.
- Coordinate Post Exposure Conference, along with administrator.

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- Collaborate with the campus administrator to schedule routine student and staff awareness opportunities at the beginning of each semester. For example, Elementary/Intermediate campuses may provide awareness presentations in homeroom classes, while Middle/High campuses may provide the presentations during and Advisory period. (Sample resources may be found on the Food Allergy Research & Education website, Be a PAL Instructional Program. <https://www.foodallergy.org/resources/be-palr>)

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Severe Food Allergy - Responsibilities of Campus Administrator

In promoting a safe school environment for children with food allergies at-risk for anaphylaxis, students, parents, and school personnel should work as a team in identifying students at-risk for anaphylaxis, reducing the risk of exposure to food allergens and to react quickly should an exposure or allergic reaction occur.

Responsibilities of campus administrator include:

- Ensure a process is in place for identifying students with food allergies who are at risk for anaphylaxis.
- Ensure that designated staff complete Level I and Level II Food Allergy training annually.
- Ensure that at least one Level II trained staff member attends field trips when a student with food allergies who is at-risk for anaphylaxis is participating in the event.
- Ensure that a plan is in place to notify substitute teachers if they have a student with food allergies who are at-risk for anaphylaxis in their classroom.
- Ensure that a plan is in place to respond to exposure or allergic reactions when a school nurse is not available.
- Ensure that a plan is in place to designate a table(s), or an area of a table, depending on the specific campus cafeteria arrangement, as “allergy free zone” in the cafeteria.
- Communicate the need for specific cafeteria environmental control measures to the district Director of Operations and Distribution, as well as the campus custodian.
- Ensure that the campus is designated as a “food allergy aware” campus through posting of signs at entrances into the school building.
- Limit use of food as rewards and manipulatives in classrooms.
- Coordinate Post Exposure Conference, along with School Nurse
- Assist parents in gaining access to nutritional information for outside food vendors, as applicable.
- Collaborate with the campus nurse to schedule routine student and staff awareness opportunities at the beginning of each semester. For example, Elementary/Intermediate campuses may provide awareness presentations in homeroom classes, while Middle/High campuses may provide the presentations during and Advisory period. (Sample resources may be found on the Food Allergy Research & Education website, Be a PAL Instructional Program.
<https://www.foodallergy.org/resources/be-palr>)

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Severe Food Allergy - Responsibilities of Classroom Teacher

In promoting a safe school environment for children with food allergies at-risk for anaphylaxis, students, parents, and school personnel should work as a team in identifying students at-risk for anaphylaxis, reducing the risk of exposure to food allergens and to react quickly should an exposure or allergic reaction occur.

Classroom:

- Complete Level I and Level II Food Allergy training.
- Review the Food Allergy Emergency Action Plan (FAEAP) for your student.
- Develop a communication plan with the front office and/or school nurse.
- Keep accessible the FAEAP with a photo of the student is available.
- Ensure that student teachers, aides, specialists, and substitute teachers working with the students are informed of the students' food allergies and take necessary safeguards.
- Send home Food Allergy Notice for Parents (provided by nurse) notifying parents that a student in their classroom has a severe food allergy and what their role is in keeping the classroom environment safe.
- Leave FAEAP and any information in an organized, prominent, and accessible format for the substitute teacher(s) and other appropriate staff.
- Be aware of how the student with food allergies is being treated; enforce school rules on bullying and threats.
- Work with the school nurse to educate other parents about the presence and needs of students with life-threatening food allergies in the classroom.
- Inform parents and the school nurse of any school events where food will be served.
- Consider eliminating or limiting food in classrooms and other learning environments.
- Avoid isolating or stigmatizing a student with food allergies and adhere to the KISD policy on bullying.
- Ensure the FAEAP is followed when a student is suspected of having an allergic reaction. If the student is escorted to the clinic, the student should be escorted by an adult, if possible.
- Do not put a student on the bus if there are any signs or symptoms of an allergic reaction.

Classroom Activities:

- Avoid use of allergen containing foods/substances for classroom activities (e.g., arts and crafts, counting, science projects, parties, holidays and celebrations, cooking, or other projects).
- Welcome parental involvement in organizing planning class parties and special events. Consider non-food treats. Avoid foods that contain the allergen.
- Use non-food items such as stickers, pencils, etc. as rewards instead of food.

Snack time/Lunchtime:

- Establish processes to ensure that the student with life-threatening food allergies eats only what she/he brings from home and/or is known to be safe.
- Encourage hand washing before and after snacks and lunch. *Alcohol-based hand sanitizers are NOT effective in removing allergens from hands.*
- Teach students the importance of not sharing or trading food.
- Encourage parents/guardians to send a box of "safe" snacks for their child.

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Field Trips:

- Give the nurse at least TWO weeks' notice prior to field trips.
- Ensure the FAEAP and the student's epinephrine is taken on the field trip and all outings.
- Collaborate with parents of students with food allergies when planning field trips.
- Consider eating arrangements on field trips and plan for a reduction of exposure to a student's life-threatening food allergy.
- Consider inviting parents of students at risk for anaphylaxis to accompany their child on school trips, and/or to act as a chaperone. However, the student's safety or attendance must not be a condition on the parent's presence on the trip.
- Ensure that 1 or 2 staff members on the field trip are trained in recognizing signs and symptoms of life-threatening allergic reactions and are trained by the school nurse to use an epi-pen.
- Consider ways to wash hands and encourage hand washing before and after eating (e.g. provision for hand wipes, etc.).

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Severe Food Allergy - Responsibilities of Coaches/Sponsors of Before and After School Sponsored Activities

In promoting a safe school environment for children with food allergies at-risk for anaphylaxis, students, parents, and school personnel should work as a team in identifying students at-risk for anaphylaxis, reducing the risk of exposure to food allergens and to react quickly should an exposure or allergic reaction occur.

Responsibilities of coaches/sponsors include:

- Conduct the school sponsored activity in accordance with school policies and procedures regarding students with food allergies who are at-risk for anaphylaxis.
- Provide the school nurse with a list of students who are participating in the before and after school sponsored activity.
- Obtain a copy of the FAEAP from the school nurse for students with food allergies who are at-risk for anaphylaxis participating in the activity.
- Ensure all coaches/sponsors of the activity receive Level II Food Allergy training.
- Ensure all coaches/sponsors know if the student is self-carrying epinephrine and/or where the student(s) epinephrine is located on the campus.
- Discourage trading or sharing of food and utensils.
- Promote and monitor good hand washing practices.
- Discourage the use of foods that are known allergens.

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Severe Food Allergy - Responsibilities of Custodial Staff

In promoting a safe school environment for children with food allergies at-risk for anaphylaxis, students, parents, and school personnel should work as a team in identifying students at-risk for anaphylaxis, reducing the risk of exposure to food allergens and to react quickly should an exposure or allergic reaction occur.

Responsibilities of custodial staff include:

- Attend/participate in Level I Food Allergy training.
- Clean desks, tables, chairs, and other surfaces with special attention to designated areas for students with food allergies who are at-risk for anaphylaxis.
- Be aware that a 504 plan or IHP may require specialized cleaning of designated areas.

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Severe Food Allergy - Responsibilities of Child Nutrition

In promoting a safe school environment for children with food allergies at-risk for anaphylaxis, students, parents, and school personnel should work as a team in identifying students at-risk for anaphylaxis, reducing the risk of exposure to food allergens and to react quickly should an exposure or allergic reaction occur.

Responsibilities of Child Nutrition:

- Review the legal protections for students with life-threatening allergies and ensure that students with severe food allergies that participate in the federally funded school meal program are given safe food items as outlined by the physician's signed statement.
- After receiving notice from a healthcare provider, make appropriate substitutions or modifications for meals served to students with food allergies.
- Read all food labels and recheck routinely for potential allergens.
- Train all child nutrition staff and substitutes to read food labels and recognize food allergies.
- Maintain contact information for manufacturers of food products (Consumer Hotline).
- Review and follow sound food handling practices to avoid cross-contact with potential food allergens.
- Follow cleaning and sanitation protocol to avoid cross-contact.
- Provide Level I training to all child nutrition personnel.
- Avoid the use of latex gloves, use non-latex gloves.
- Provide advance copies of the menu to the parent/guardian of students with food allergies, and notification if the menu changes. Consider how to provide specific ingredient lists to parents upon request.
- Be prepared to take emergency action for a student in the cafeteria in the event of an allergic reaction.
- Participate in the Post Exposure Conference as applicable.

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Severe Food Allergy - Responsibilities of Transportation Department

In promoting a safe school environment for children with food allergies at-risk for anaphylaxis, students, parents, and school personnel should work as a team in identifying students at-risk for anaphylaxis, reducing the risk of exposure to food allergens and to react quickly should an exposure or allergic reaction occur.

Responsibilities of the transportation department include:

- Provide Level I Food Allergy training to all bus drivers.
- For students who are authorized to self-carry epinephrine auto-injectors, coordinate Level II Food Allergy training to bus drivers who have a student with food allergies who are at-risk for anaphylaxis on their route.
- Obtain a copy of the FAEAP from the school nurse for students with food allergies who are at-risk for anaphylaxis who ride the bus,
- Provide appropriate bus drivers with FAEAP for students with food allergies who are at-risk for anaphylaxis who are on their routes.
- Maintain a policy of no consumption of food or drinks on the buses.
- Ensure that bus drivers know how to contact EMS in the event of an emergency.

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Parent Statement of Food Allergy Information

(This form only needs to be completed if the student is diagnosed with a severe food allergy after online enrollment is completed or if it was missed during online enrollment.)

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Health Services Department/Child Nutrition Department

Parent Statement of Food Allergy Information For Care of Students with Food Allergies At-Risk For Anaphylaxis

Pursuant to HB 742, school districts are required to request that a parent of an enrolling student disclose whether the student has a food allergy or a severe food allergy.

This form allows you to disclose whether your child has a food allergy or severe food allergy that you believe should be disclosed to the District in order to enable the District to take necessary precautions for your child's safety.

A severe food allergy is a dangerous or life-threatening reaction of the human body to a food-borne allergen induced by inhalation, ingestion or skin contact that requires immediate medical attention.

Please list any foods to which your child is allergic or severely allergic, as well as the nature of your child's reaction to the food.

Food	Allergic Reaction

The District will maintain the confidentiality of the information provided above and may disclose the information to teachers, school counselors, school nurses, and other appropriate school personnel only within the limitations of the Family Education Rights and Privacy Act and District Policy.

Student: _____ Date of Birth: _____

Grade: _____ Campus: _____ Date: _____

Parent/Guardian: _____

Work Phone: _____ Cell Phone: _____ Home Phone: _____

Parent/Guardian Signature: _____

Consistent with guidelines from the Texas Department of Agriculture, in order for the District to consider food substitutions for a student's food allergies, a physician-signed medical statement listing the child's disability, an explanation of why the disability restricts the child's diet, the major life activity affected by the disability, and food(s) that must be omitted or substituted must be provided.

TO BE COMPLETED BY PHYSICIAN:

Does the child's food allergy constitute a disability? Yes No

If yes, how does the disability restrict the student's diet? _____

What major life activity is affected by the disability? _____

Foods To Avoid	Foods to be substituted (COMPLETED BY PHYSICIAN ONLY)

Physician Signature: _____ Date: _____

To be completed by school personnel:

Date form received by the school nurse: _____

Date form provided to: Child Nutrition Dept.: _____ Transportation: _____

(if appropriate)

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Medical and Emergency Care Authorization/Information

MEDICAL AND EMERGENCY CARE AUTHORIZATION / INFORMATION

School:

Grade Level:

School Year: 2025-26

Student Information		
Student's Name:	Student ID #:	Student Homeroom #:
Address:	Birth Date:	Daytime Phone:
City, State, Zip:	Gender:	Other Phone:
Emergency Information		
Parent/Guardian Name:	Relationship:	Cell Phone:
Emergency Contact Name:	Relationship:	Daytime Phone:
Physician:	Phone:	Hospital:
Does your child take any medication on a regular basis?	Medicine:	Dosage: Home or School: Reason:
	Medicine:	Dosage: Home or School: Reason:
	Medicine:	Dosage: Home or School: Reason:
	Medicine:	Dosage: Home or School: Reason:
Does your child have any allergies? If Yes, please specify type: Food Allergies: Medication Allergies: Insect Allergies: Latex Allergy: [] Other Allergy:	*If food allergy: Complete Parent Statement of Food Allergy Information Form. (Physician signature required. Return to campus nurse.)	Is the allergy life threatening? Will you be providing an Epi-Pen?
Has your child been diagnosed with any chronic illness or health condition?	If yes, please list: <input type="checkbox"/> Anxiety <input type="checkbox"/> Asthma <input type="checkbox"/> ADD or ADHD <input type="checkbox"/> Autism <input type="checkbox"/> Blood Disorder <input type="checkbox"/> Cardiac Disorder <input type="checkbox"/> Depression <input type="checkbox"/> Diabetes Type 1 <input type="checkbox"/> Diabetes Type 2 <input type="checkbox"/> Feeding Restriction <input type="checkbox"/> Seizures <input type="checkbox"/> Hearing Impaired or Deaf <input type="checkbox"/> Hypoglycemic <input type="checkbox"/> Migraine <input type="checkbox"/> Mobility Issues Affecting Daily Living Activities <input type="checkbox"/> Scoliosis <input type="checkbox"/> Vision Impairment <input type="checkbox"/> Other (i.e. serious injury, major operation) If Other, please specify:	

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Medical and Emergency Care Authorization/Information cont.

Does your child... Wear Glasses/Contacts: [] Wear Hearing Aid: [] Have a prosthesis:[]	
Has your child had chicken pox (varicella) disease?	If so, provide date (month, day, year):
Would you prefer a language interpreter for medical and health related communication from the school nurse?	What language?:
Is there anything the nurse should know to better care for your child?	If yes, please list:

For children with life threatening conditions please see the school nurse for further information.

Electronic Signature

I hereby authorize the person(s) that have been listed as my student's EMERGENCY CONTACTS and the PHYSICIAN named below to be notified at the campus' discretion. I further authorize the Superintendent of Keller ISD or a designated representative to secure any and all emergency medical care and treatment for my student for acute illness suffered or injury sustained while at school or participating in school-related activities. I prefer that emergency treatment be secured at the facility named below; however, I understand that the District may use another licensed hospital or medical facility if necessary. Furthermore, I understand that any cost of services or expenses incurred for the treatment of my student remains the responsibility of the parent/guardian and will not be assumed by the District or any of its officers or employees.

Parent / Guardian:

Keller Independent School District School Health Services Guidelines

Medication Authorization Form



School Year _____
 School _____
 Grade _____
 Student ID # _____

MEDICATION ADMINISTRATION AUTHORIZATION FORM

Student Name: _____ **Date of Birth:** _____
Medication Allergies: _____

Only those FDA approved medications that are medically necessary during school hours to enable a student to stay in school may be administered under the following conditions;

All Medications: Prescription & Non-Prescription

- Must be provided by the parent/legal guardian.
- Requires authorization dated for the current school year that is signed by the parent/legal guardian and a medical practitioner with authority to write prescriptions in the State of Texas (a current prescription label can serve as the physician's signature).
- Must be in the original container, properly labeled, and not expired.
- The first dose should be given at home to monitor for potential side effects.
- Changes in medication or dosage require a new authorization form.
- Must be stored in the clinic unless written authorization (below) is provided to self-carry and administer a rescue inhaler, epinephrine, or diabetic insulin and supplies.
- Must be picked up by the last day of school or will be disposed of, as required by law.

MEDICATION ADMINISTRATION INSTRUCTIONS						
Medication Name	Start Date	Stop Date	Dose	Route (how is it taken)	Time(s) to be given at school	Diagnosis/Reason for medication

Medical Practitioner's Printed Name _____ Phone Number _____
 Medical Practitioner's Signature _____ Date _____

MEDICAL PRACTITIONER AUTHORIZATION FOR SELF-CARRY/SELF-ADMINISTRATION OF EMERGENCY MEDICATION: I have instructed the above-named student, and they have demonstrated the ability to properly self-carry and self-administer their rescue inhaler and/or epinephrine delivery device and/or diabetic insulin and supplies. Back-up inhaler and/or epinephrine delivery device and/or diabetic insulin and supplies should be supplied to the clinic for emergencies.

Inhaler Epinephrine Delivery Device Diabetic Insulin and supplies

Parent/Legal Guardian Signature _____ Date _____
 Medical Practitioner's Signature _____ Date _____

PARENT/LEGAL GUARDIAN AUTHORIZATION: I request authorized Keller ISD staff to administer the medication(s) specified to my child during school hours or on school sponsored field trips according to the instructions above. I give my permission to Keller ISD staff to contact the medical practitioner for additional information, if needed.

Parent/Legal Guardian Printed Name _____ Phone Number _____
 Parent/Legal Guardian Signature _____ Date _____

HIGH SCHOOL STUDENTS ONLY – PARENT/LEGAL GUARDIAN AUTHORIZATION: I give permission for my child to bring home their medication (other than controlled substance) at the end of the school year.

Parent/Legal Guardian Signature _____ Date _____

Keller Independent School District School Health Services Guidelines

Allergen Aware Zone

You have indicated that your child has severe food allergies. In order to reduce the risk of accidental exposure in the cafeteria, an allergen aware zone will be offered during all lunches. An allergen aware zone is an area designated in the cafeteria adjacent to class seating where a student may sit with the class but only be surrounded by peers who have food free of the allergen which may adversely affect the student. This area is typically at the end of the row of rectangle tables or a specific section of a round table. The zone should not be physically removed from the section of tables assigned to the class. Only students with lunches that do not contain the allergen will be allowed to sit in this zone.

Please check the box below indicating whether your child will be sitting in the allergy free zone.

I **do** want my child to sit in the allergen aware zone during lunch.

I **do not** want my child to sit in the allergen aware zone during lunch.

Date: _____

Student: _____ Grade: _____

Campus: _____ Teacher: _____

Parent/Guardian: _____

Parent/Guardian Signature: _____

To be completed by school personnel:

Date form received by the school nurse: _____

Date cafeteria personnel notified of zone: _____

Date custodial staff notified of allergen aware zone: _____

Keller Independent School District School Health Services Guidelines

Food Allergy Emergency Action Plan (FAEAP)



School Year _____
 School _____
 Grade _____
 Student ID # _____

ALLERGY AND ANAPHYLAXIS EMERGENCY ACTION PLAN

Student Name: _____ Date of Birth: _____ Weight: _____
 Emergency Contact #1: _____ Preferred Contact #: _____
 Emergency Contact #2: _____ Preferred Contact #: _____
 Physician that Treats Allergy: _____ Physician's Contact #: _____
 Preferred Hospital: _____

Allergic to: _____
 Asthma: YES NO (If yes, higher chance of severe reaction)
 Has had anaphylaxis in the past: YES NO If yes, date of last reaction: _____
 Extremely reactive to the following allergen(s): _____

This section and below is to be completed by the Physician

If checked, give **epinephrine IMMEDIATELY** for **ANY** symptoms if **LIKELY** had contact with the allergen.
 If checked, give **epinephrine IMMEDIATELY** for **DEFINITE** contact with the allergen, **even if no symptoms** are present.

WHAT TO LOOK FOR	WHAT TO DO
<p>ANY OF THE FOLLOWING SEVERE SYMPTOMS:</p> <ul style="list-style-type: none"> LUNG - Shortness of breath, wheezing, repetitive cough HEART - Skin color is pale or bluish, weak pulse, dizziness or fainting THROAT - Tight or hoarse throat, trouble breathing or swallowing MOUTH - Swelling of lips or tongue that bothers breathing SKIN - Many hives over body, widespread redness GUT - Repetitive vomiting or severe diarrhea OTHER - Feeling like something bad is going to happen (doom), confusion, or agitation OR a combination of symptoms from different body systems 	<ol style="list-style-type: none"> Immediately give epinephrine Call 911 (tell dispatch the person is having anaphylaxis and what time epinephrine was given) Stay with the student and <ol style="list-style-type: none"> Lay them flat on their back with legs raised If vomiting or having trouble breathing, let them sit up or lay them on their side Give a second dose of epinephrine if symptoms get worse, continue, or do not get better in 5 minutes Notify emergency contacts Give other medicine if prescribed. Do not use another medicine in place of epinephrine. <ol style="list-style-type: none"> Antihistamine Inhaler (bronchodilator) if wheezing

WHAT TO LOOK FOR	WHAT TO DO
<p>ANY OF THE FOLLOWING MILD SYMPTOMS:</p> <ul style="list-style-type: none"> Itchy or runny nose, sneezing Itchy mouth A few hives, mild itch Mild nausea or stomach discomfort <p>For MILD SYMPTOMS from MORE THAN ONE different body system, GIVE EPINEPHRINE</p>	<ol style="list-style-type: none"> Stay with the student and <ol style="list-style-type: none"> Watch them closely for changes Give antihistamine (if prescribed) Notify emergency contact

MEDICATION TYPE	MEDICATION NAME	DOSAGE	ROUTE	SELF-CARRY/ADMINISTER
Epinephrine				<input type="checkbox"/> YES <input type="checkbox"/> NO (epinephrine only)
Antihistamine				N/A
Other (bronchodilator, etc)				<input type="checkbox"/> YES <input type="checkbox"/> NO (inhaler only)

Physician Signature _____ Physician Printed Name _____ Date _____
AUTHORIZATION: Parent/legal guardian authorizes Keller ISD staff to administer treatment and medications specified according to the instructions above, gives permission to Keller ISD staff to contact the Physician for additional information, if needed, and acknowledges they must provide ordered medications to the school.
Parent/Legal Guardian Signature _____ Parent/Legal Guardian Name _____ Date _____

Keller Independent School District School Health Services Guidelines

Food Allergy Emergency Action Plan (FAEAP) cont.



School Year _____
 School _____
 Grade _____
 Student ID # _____

Student Name: _____ **Date of Birth:** _____
Allergic to: _____

Additional Information:

EPINEPHRINE AND STAFF INFORMATION		
Epinephrine storage location		
Trained staff name / location		
Trained staff name / location		
Buddy Nurse name / location		
Other		

Acknowledged and received by:

RN Name: _____ Signature: _____ Date: _____

RN/LVN Name: _____ Signature: _____ Date: _____

Allergy EAP electronically sent via Laserfiche to all staff directly involved with student services. RN Initials _____ Date _____

Keller Independent School District School Health Services Guidelines

Individual Healthcare Plan (IHP) Sample

Keller Independent School District
Health Services
Anaphylaxis Individual Healthcare Plan
Page 1

Student's name:	Student's DOB:	ID#:
Date IHP created:	Grade/Campus:	

Additional diagnosis:
Health history:

Nursing Assessment:

Baseline Vitals	Temp:	Heart rate:	Resp. rate:	BP:
------------------------	-------	-------------	-------------	-----

Neurological:	
G/I:	
Respiratory:	
G/U:	
Cardiac:	
Mobility:	
Nutrition:	
Skin:	
Other (describe):	

Keller Independent School District School Health Services Guidelines

Individual Healthcare Plan (IHP) Sample cont.

Keller Independent School District Health Services Anaphylaxis Individual Healthcare Plan Page 2

Nursing diagnosis:

	Potential for ineffective breathing pattern r/o inflammation of airway/bronchospasm.
	Knowledge deficit regarding early symptoms and treatment of anaphylactic reactions.

Nursing goals:

	Anaphylaxis symptoms will be recognized and treated promptly
	Student will demonstrate knowledge of early anaphylaxis symptoms and importance of prompt treatment.
	Student will demonstrate knowledge of effective means of avoiding allergen and appropriate steps to take in the event of suspected exposure.

Nursing interventions:

	Develop EAP/IHP in cooperation with student, parent, physician, and school personnel. Distribute EAP to appropriate school personnel.
	Establish emergency procedures in EAP and communicate plan to appropriate campus staff.
	Post food allergy aware signs on student classroom door and at campus entrance, as appropriate.
	Train staff how to recognize anaphylaxis and follow emergency EAP, including the use of an epinephrine auto-injector.
	Provide necessary health education for student to appropriately participate in self-care as appropriate for student's developmental and cognitive abilities.

Expected outcomes:

	Student will participate in care planning, as appropriate.
	Student will avoid allergen.
	Student will communicate known exposure immediately.

Keller Independent School District School Health Services Guidelines

Individual Healthcare Plan (IHP) Sample cont.

**Keller Independent School District
Health Services
Anaphylaxis Individual Healthcare Plan
Page 3**

Comments/progress towards goals:

Reassessment time interval:

IHP developed by:

IHP reviewed date:

Keller Independent School District School Health Services Guidelines

Food Allergy Notice for Parents



FOOD ALLERGY NOTICE FOR FAMILIES

Dear Families,

Our classroom welcomed a student(s) with severe food allergies. A severe food allergy is an allergy that may cause an anaphylactic reaction. An anaphylactic reaction is rapid in onset, is life-threatening, and may cause death.

A child with a serious food allergy can suffer a reaction from contact with an allergy containing food. Therefore, the following safety guidelines will be in effect:

1. Please do not send foods containing _____ to be eaten in the classroom for snack. You are free to pack the food of your choice for your child to eat in the cafeteria for lunch but it is our hope that you will choose not to send any food containing the allergen(s).

2. Students will be encouraged to wash their hands before and after lunch.

The classroom will be designated as an allergy-aware space.

3. We will not be doing any classroom projects that involve the food allergen(s). Please do not send any projects containing the allergen(s) into the classroom with your child.

4. Birthdays and holidays are special times for children, and we want to celebrate safely. If you would like to send something fun to celebrate your child with his/her classmates, please consider non-food items (pencils, stickers, bubbles, a book to read, etc.) Any food treats brought into the classroom to be consumed by other students must be store-bought with ingredient labels attached.

5. Please have a conversation with your child about the following:

- Explain that to keep their classmates safe from food allergens, do not offer, share, or exchange any foods with other students at school.
- Discuss why handwashing with soap and water after eating is necessary to decrease the chance of cross contamination on surfaces at school. Please encourage them to wash their hands before leaving for school, before and after snack, and before and after lunch.
- If your child rides the bus, remind them, "No eating on the bus."

Thank you for your help.

Sincerely,

(School Nurse)

(Classroom Teacher)

Sample Food Allergy Aware Signs for Campus/Classroom

Allergy Aware

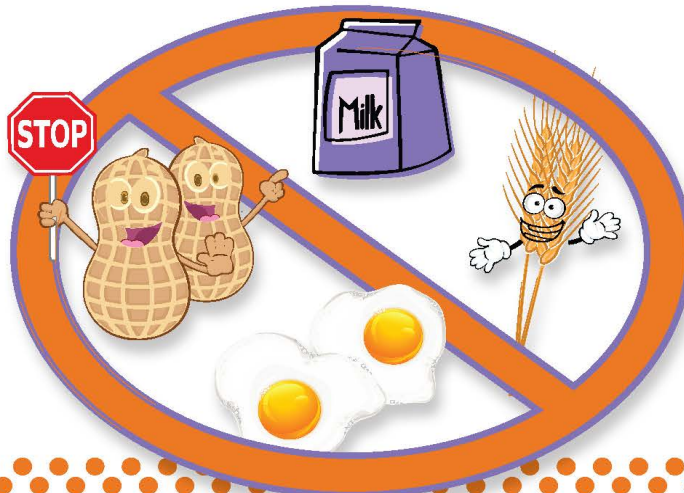


This campus has a student(s) with a severe food allergy.
Please be cautious when bringing food into the classroom.
Consult with classroom teacher for further information.

ALLERGY AWARE CLASSROOM

This classroom has a student(s) with a
SEVERE FOOD ALLERGY.

Please be cautious when bringing food into the classroom.
Consult with classroom teacher for further information.



Keller Independent School District School Health Services Guidelines

Keller Independent School District

Anaphylaxis/Food Allergy Level II/Epinephrine Training Documentation

Employee Name: _____ Date: _____

The following competencies have been demonstrated by employee:

	Initial Training Date	Follow-Up/Review of Skills
Identifies common causes of food allergies		
Describes general and student-specific warning signs of allergic emergency.		
Demonstrates how to activate the school's plan for responding to emergencies		
Identifies student for whom the epinephrine is prescribed		
Interprets accurately when to administer epinephrine/medication		
Reads the label on the epinephrine auto-injector, assuring the correct dosage		
Identifies expiration date on the epinephrine auto-injector assuring medication is current		
Demonstrates safe handling of epinephrine auto-injector		
Demonstrates the correct procedure for giving epinephrine by auto-injector (Right student, Right Medication, Right Dosage, Right Route, Right Time)		
Describes how to access EMS, school nurse, Student's parent/guardian and provide emergency care while awaiting EMS		

Notes: _____

Signatures:

Training Provided By: _____ RN.

Employee: _____

**Keller Independent School District
School Health Services Guidelines**

ANNUAL REVIEW OF CARE OF STUDENTS WITH FOOD ALLERGIES AT RISK FOR ANAPHYLAXIS

Date annual review completed: _____

Signature and title of committee members:
