

## Exhibit A—Letter Requesting Additional Documentation for Student Identified as Having a Severe Food Allergy

*Note to Administrator:* Education Code 38.0151(g) requires a district to include on any forms used to request information from a parent enrolling a child with a food allergy information on accessing the District's website that provides the summary of the Texas Department of School Health Services' (TDSHS) *Guidelines for the Care of Students With Food Allergies At-Risk for Anaphylaxis* and instructions on how to access the complete *Guidelines*. Insert the link to this information below.

Dear Parent or Guardian:

You have disclosed that \_\_\_\_\_ (*student's name*) has a severe food allergy. The District requires additional information in order to take necessary precautions for the student's safety and to authorize treatment of the student in the event of an allergic reaction at school or at a school-related activity. Attached to this letter are the following forms:

*[Revise this list based on District policy and practice.]*

1. Request for the Administration of Medication at School
2. Authorization to Secure Emergency Medical Treatment of a Student
3. Authorization for Self-Administration of Asthma and/or Anaphylaxis Medication
4. Statement Regarding Meal Substitutions or Modifications
5. Food Allergy Action Plan (FAAP)
6. Emergency Action Plan (EAP)

Please have your physician or other licensed health-care provider complete these forms and return them to the office as soon as possible.

The District has a food allergy management plan based on the state-developed *Guidelines for the Care of Students With Food Allergies At-Risk for Anaphylaxis*.<sup>1</sup> A summary of this document is posted on the District's website at, <https://www.ectorcountyisd.org/Domain/177>. A link to the complete guidelines may be found at the same webpage.

Sincerely,

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(Principal, nurse, District food allergy coordinator, or Campus Nurse)

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<sup>1</sup> TDSHS Guidelines for the Care of Students With Food Allergies At-Risk for Anaphylaxis: [https://www.dshs.texas.gov/uploadedFiles/Content/Prevention\\_and\\_Preparedness/school-health/SHAC/Guidelines-Food%20Allergy-Final.pdf](https://www.dshs.texas.gov/uploadedFiles/Content/Prevention_and_Preparedness/school-health/SHAC/Guidelines-Food%20Allergy-Final.pdf)

