

Dear Parent/Guardian,

I hope this message finds you well. I am writing to provide you with a friendly reminder of the school district policy ([JGCE-E](#)) and the associated procedures in place to support the health and safety of students with life-threatening allergies while attending school-sponsored field trips.

In the event of a suspected anaphylactic reaction while on a field trip, the following emergency procedures will be followed:

- Trained school staff will administer an EpiPen as per emergency protocols.
- Emergency medical services (911) will be called immediately.
- Parents/guardians, the school nurse, and school administration will be notified.
- Staff members will monitor the student until emergency personnel arrive.

We rely on our trained school staff to recognize and respond to signs of anaphylaxis in accordance with these protocols. This approach helps to ensure your child's safety during field trips. Additionally, as a parent/guardian, you are welcome to accompany your child on field trips to provide added support if you wish.

The district makes every reasonable effort to provide nursing support on a field trip, when a student's medical needs or circumstances warrant it. In situations where nursing attendance is not feasible, our trained staff will be designated to carry your child's emergency medication and provide appropriate care in the event of an emergency.

Please reply to this email to confirm that you have read and understand our procedures for supporting your child on field trips. If you have any questions or would like to discuss your child's specific needs, feel free to contact the school nurse at your child's school. Kind regards,

Tracy Nicholas MSN, RN

Katie Lombardi [M.Ed](#), BSN, RN

Nicole DiSpena [M.Ed](#), BSN, RN

Elizabeth Steele MSN, RN

Jessica Blanchette BSN, RN

Parent Signature:

Please Print Student Name: