

## Allergies

The Discovery School staff strive to provide a safe and healthy environment for all children. We follow these guidelines to the extent possible but we do not guarantee that we can keep our environment completely free of food or other allergens that might cause a severe reaction.

All children's allergies that require treatment must be documented by a medical professional, including symptoms that indicate a reaction is occurring and instructions for administering medication. TDS' Food Allergy Action Plan is available in the Office and **must be completed** and turned in to the Office. We talk to the children about the importance of keeping the classroom safe and healthy for fellow classmates. We encourage frequent hand washing, especially before and after meals. We clean tables and other work surfaces at least twice a day, before school begins and after lunch.

We do not permit the sharing of food in lunches or in snacks. We post lists of allergies in every classroom. The teachers and assistants are required to be familiar with every child's allergies.

If children have life-threatening allergies to foods, they must provide an acceptable non-perishable snack to be kept at school and served as an alternative, as needed. If parents request, these children may sit apart from the others when eating snack or lunch.

Discovery respectfully requests that parents refrain from, or limit, sending peanut butter/peanut products to school with their children. An email communication from administration will notify all classes with a child that has a documented severe allergic reaction. When such a child is present, no product containing that allergen may be brought into the classroom. While we will strive to do our best to assist our children with special needs, we recognize we cannot guarantee the total elimination of allergens.

## Family's Responsibility

- Notify the school of your child's allergies by filling out the Allergies & Medical Release Form each school year.
- Fill out an Allergy Action Plan with school administration detailing instructions, dosage, medications and any other medical documentation.
- Provide properly labeled medications and replace medications upon expiration. Parents need to provide 2 EpiPens, one to be stored in the Medicine Cabinet and one to be stored in the child's classroom.

- Educate your child on self-management of their allergy (if age appropriate), including:
  - Safe and unsafe food choices
  - Strategies for avoiding exposure to unsafe foods
  - Symptoms of an allergic reaction
  - How to read food labels
- Make sure that your emergency contact information is up-to-date in the school's records.

### **School's Responsibility**

- Review allergy information submitted by parents. (Allergies & Medical Release Form and the Allergy Action Plan Form)
- Make sure that the complete allergy information is recorded correctly in the student management database.
- School personnel will be properly trained to administer medications in the event of an emergency.
- Assure that all staff who interact with the student on a regular basis understand food allergies, can recognize symptoms, know what to do in an emergency, and work with other school staff to eliminate the use of food allergens.
- Administration will notify the child's classroom if an allergy is present in their environment by sending an email notification to the families explicitly detailing the appropriate protocol and guidelines.
- All classrooms will have a list of student's with allergies posted at all times.
- All classrooms will have a *Recognize and Respond to Anaphylaxis* flyer posted at all times.
- Ensure medications are appropriately stored and that an emergency Epipen is available if needed. Students will be allowed to carry their own epinephrine (if age-appropriate) after approval from their physician/clinic, parent, and the school office.
- If the student is on a field trip or off campus activity, the medication will be carried to that location by authorized school personnel in their emergency backpack.

### **Student's Responsibility**

- Do not share food with other students.
- Do not eat anything with unknown ingredients or that is known to contain an allergen.
- Notify an adult immediately if you eat something you believe may contain a food that you are allergic to or if you begin to have an allergic reaction.