GENERAL PROTOCOL FOR STUDENTS WITH ANAPHYLACTIC REACTION - ELEMENTARY SCHOOL

These standards were obtained from the agencies and organizations listed in California Education Code section 49414 and represent the standard of care determined health and medical experts in this field.

Family Responsibility

1. Parents will notify the school of their child’s allergy when they register on Infinite Campus or when allergy is diagnosed
2. Provide the Anaphylaxis Action Plan along with the medications required and a recent student photo. This form must be completed and signed by your Health Care Provider. Form is available at: http://pausd.org/parents/services/health/
3. Parents may provide to the teacher extra snacks safe for their student to be used for special occasions
4. If parents choose, they may also provide extra snacks safe for their child to be kept with disaster supplies
5. Send an email to all teachers and itinerant staff (i.e. librarian, music and PE teachers) regarding your child’s health condition at the beginning of every school year
6. Review and confirm information provided by teacher regarding any curricular activities involving food two weeks before activity is scheduled and confirm food list with teacher one week before activity is scheduled
7. Educate the child in the self-management of their food allergy including:
   • Safe and unsafe foods: Bring food from home or check online food service food options
   • Not to accept food unless it is from the teacher/designated person
   • Strategies for avoiding exposure to unsafe foods
   • Student may bring a disposable paper placemat on which to place their food
   • Symptoms of allergic reactions
   • How and when to tell an adult they may be having an allergy related problem
   • Role-play with your child and practice what your child should do if a reaction is occurring

Medication

1. Parent will provide at least two sets of prescribed emergency medications to the school. One set will be kept in the health office, and the second set will be carried by the student or kept in the classroom red emergency backpack. All medications must have a current prescription label with visible expiration date, which should be current for the entire school year.
2. If student is carrying medication it must be shown to the office staff initially and when requested during the year. Medication must be available to student at all times, The Anaphylaxis Action Plan must be kept with all emergency medications.

School - Staff Responsibility

1. Teachers will access health conditions via Infinite Campus (IC) class roster (substitute teachers via the sub binder). The itinerant staff (music and PE teachers, bus drivers, classroom aides, yard duty staff, and librarians) will be alerted to those students with a diagnosis of anaphylaxis.
2. Teachers will review the Anaphylaxis Action Plan for their student and the Student Health Emergency Procedure
3. The teacher includes the following information in the Substitute Binder:
   i. Names of students with anaphylaxis in the classroom via hard copy of IC class roster
   ii. Student Health Emergency Procedure
   iii. A photograph of the student, if requested and provided by parent or student
4. If a student notifies staff that he or she is not feeling well, staff is instructed to compare the symptoms with those listed on the student’s Anaphylaxis Action Plan, to follow the plan and activate emergency procedures immediately, if needed
5. Teacher will provide to parent/s a two-week advance notification regarding any upcoming food activity. Teacher or persons responsible for the activity are encouraged to provide notice to anyone who may contribute food to the activity to refrain from providing foods containing nut products.
6. Peanut-free rations are provided and stored in the disaster shed on the school campus
7. Extra snacks provided by parents will be stored with the disaster supplies
8. Work with school staff to provide emotional support to all students
9. Educate all students to respect and accept differences
10. Students should not be excluded from school activities solely based on their allergy
11. ‘No eating’ policy should be enforced on the school buses unless needed for a known health condition
12. Return medication to family/student at the end of the school year

Classroom Procedure and Management for Elementary School

1. Principal, designee or District Nurse will remind staff to review individual students’ Anaphylaxis Action Plans and the Student Health Emergency Procedure
2. Teachers are encouraged to designate classrooms as “nut free zones”
3. If parent consents, teacher may send home a parent letter informing other parents of an un-named student’s allergies
4. Elementary schools will have nut-free tables available and clearly marked as optional seating for students with a diagnosis of anaphylaxis
5. All students are encouraged to refrain from eating in the classroom and to wash hands with soap and water after eating
6. If students eat in classroom, or food activity occurs, teacher will encourage students to wipe down desks and wash hands with soap and water.
7. Teachers can educate and inform students about not sharing or accepting food from others
8. Teacher can show video/educate students about food allergies
9. Teach/role play why it is wrong to tease or bully others, including people with food allergies
10. Empower students to tell a staff member if they are bullied or harassed because of their allergy
11. Use stickers, colored pencils and other non-food items to reward good work
12. Teachers to create a supportive environment for all students
13. If a reaction does occur in the classroom or on the school premises, the physician signed Anaphylaxis Action Plan and the Student Health Emergency Procedure will be followed

Training

1. Certificated school nurse conducts an annual hands-on all staff training in the use of Epinephrine Auto-injector (Epi-Pen, AuviQ)
2. Training includes review on how to recognize signs and symptoms of anaphylaxis and how to respond to an emergency
3. Principal/Administrator/Secretary to keep a copy of trained staff, training standards, and the education code
4. Best practice to encourage all staff to have current CPR certification
5. This Elementary Protocol is available on the PAUSD Health and Wellness page [http://pausd.org/parents/services/health/](http://pausd.org/parents/services/health/)

Field Trips

1. All student medications kept in the office and the Anaphylaxis Action Plan are sent with the teachers. Trained staff/parent/parent designee* must accompany student at all times during the entire field trip, including riding to and from the field trip location
2. Epi-Pens and are temperature sensitive. Store at 68°- 77°F. Do not expose to extreme heat or cold.
3. ‘No eating’ policy should be enforced on the school buses unless needed for a known health condition
4. All buses must have communication devices in case of an emergency
5. Supervising staff member will inform all staff and chaperones about which trained staff member/parent/parent designee will be carrying medications
6. Teacher or field trip supervisor to determine nearest hospital and means of emergency transportation
7. Staff to carry a cell phone
8. Upon return to school, immediately turn in medications to the health office.

* Parent designee: a non-PAUSD employee for whom the student’s parent has provided the school with written authorization to respond to an emergency. Parent designee must accept in writing.

California Education Code Section 49414