

## Parent/Guardian Food Allergy Checklist

### Plans:

- Inform the school health para/school nurse of your child's allergies prior to child starting school.
- Provide the school with and new or updated Allergy Questionnaire. This should be provided **at least 2 weeks** prior to the start of the school year.
- Give the school a completed "Anaphylaxis Action Plan" every year. Do this **at least 2 weeks** prior to the first day of school
- Consider signing the "Authorization for the Release of Information". This allows the school to communicate with your child's healthcare provider to better understand your child's needs.
- Provide the school with medication orders from the licensed provider each year. Use the Authorization for Medication Administration form or a clinic provided form. **This form is required to be signed by parent and health care provider when medication is brought to the Health Office.**
- If your child will self-carry their epipen (middle and high school), you will need the "Self-Administration of Epipen Student Agreement" filled out.
- Provide the Food & Nutrition Services Office with a completed "Physician's Statement for Student Requiring Special Meals Due to Disability (Food and Nutrition Form)" if your child has any anaphylactic food allergies and you will want meals provided by school food services. This should be provided **at least two weeks** prior to the start of the school year so there is adequate time to plan meals and train food and nutrition services staff.
  - Provide an updated form for any changes in what foods your child is allergic to.

### Emergency Preparedness:

- Provide the school with unexpired epinephrine auto injectors. It is recommended to have 2 devices at school.
- Provide backup epinephrine to keep in the school health office even if your child carries their own epinephrine.
- Consider providing a medical alert bracelet for your child.
- Provide the school with updated phone numbers and emergency contacts and update as needed.

### Maintenance and Prevention:

- Introduce yourself and your child to the teachers (including PE, art, music, etc.), school secretaries, school cooks, bus drivers and anyone else from the school that may have contact with your child.
- Notify school health office if your child participates in school sponsored after school activities or school sports.

**\*\*The health office and school nurse do not know what activities your child is involved in. A plan should be in place for EpiPen and emergency care for after-school events. Parents should notify the appropriate staff.**

- Provide 'safe snacks' for your child at school.
- Be willing to go on your child's field trips, if possible and if requested.
- Provide on-going and age appropriate education to your child to:
  - Recognize first symptoms of an allergic/anaphylactic reaction.
  - Location of epinephrine and who has access.
  - Not to share snacks, lunches, or drinks.
  - Communicate clearly as soon as she/he feels a reaction is starting
  - Ways to avoid unsafe foods (or other allergens)
  - Understand the importance of hand-washing before and after eating
  - Report teasing, bullying and threats to an adult authority
  - Teach your child how to read and recognize the potential allergens on food labels
  - Practice with your child how to tell an adult if has had contact with allergen or having symptoms of an allergic reaction.