

Food Allergy Procedure Packet

Date _____

Dear Parent/Guardian of _____

You are receiving this packet because we have received documentation that your child has a food allergy. It is our goal to ensure the safety of your child. While we cannot eliminate the possibility of cross-contamination with food allergies, we have put several provisions in place to help reduce the chances of your child coming in contact with their allergen. Please read through these standard provisions carefully.

Medication:

- Parents may drop off medication to the school nurse at the beginning of the school year. Please do not send medication in with your child. All medication is kept in the health office and must have a doctor's order and parent signature (dated for the current school year) on file. You may use the medication order form attached. Please be advised, a prescription label is not the same as a doctor's order. New York State law does not allow medication to be kept in school or administered without a doctor's order/parent signature on file so please have the attached medication form filled out in its entirety when you drop off your child's medication. You may pick up your child's medication at the end of the school year. We cannot hold medication over the summer months.

Classroom:

- Your child's classroom will become an 'Allergy Awareness Zone'. This means that the teacher has been made aware of your child's food allergy. Parents of students within your child's class will receive a notice at the beginning of the school year stating that there is a child in the class with a food allergy with the specific allergen listed. Your child's name WILL NOT be shared with other parents. This notice will advise parents to try and avoid sending in snacks and party treats containing the listed allergen. This is in an effort to keep the allergen out of your child's classroom. However, we cannot guarantee that other parents will not send in food containing your child's allergen.
- You may provide your child's teacher with a bag of non-perishable snacks and/or party treats to be kept in the classroom. In the event homemade goods/other items your child cannot safely consume are brought into the classroom for a class party, your child will be able to choose one of their favorite treats from their treat bag.

Cafeteria:

- It is preferred that your child bring lunch from home daily because there is always the possibility of cross contamination in the cafeteria.
- ***If you choose to allow your child to purchase breakfast/lunch from the cafeteria you must sign the included waiver and return it to your building's health office prior to your child purchasing food from school. This includes party treats.***
- Within the cafeteria there is 'Allergy Awareness' seating. This area is cleaned separately from the other tables within the cafeteria. We ask that your child eat in these designated areas. ***If you choose to not have your child sit in these designated areas please sign the included waiver and return it to your building's health office.***

School Bus:

- Eating is not allowed on any school bus. If you have a concern and would like your child to sit in the front of the bus as an extra precaution please contact the transportation department (845) 534-8009 ext. 7108.

Field Trips:

- All food consumed on field trips should come from home. Your child's teacher can advise you further about what you will need to provide for your child as field trips are scheduled. If you need assistance with providing food for your child due to financial reasons, please contact the building social worker.
- Trained school personnel are able to carry and administer a student's Epinephrine on field trips to students who have a doctor's order on file. Antihistamines such as Children's Benadryl as well as all other prescription and over-the-counter medications must be administered by a nurse or parent designee (parent designee may not include the teacher) therefore these medications usually stay in the health office and do not accompany students on field trips.

*CES, WAE, and COH all follow the above listed procedures for food allergies. If you feel your child may need additional accommodations you will need to provide documentation from a doctor or hospital stating the date of anaphylaxis, how it occurred, and treatment that was given. Please reach out to your building's nurse if you have any questions.

WAES	CES	COH
Ext. 3010	Ext. 2010	Ext. 1010
Ms. Cowart	Ms. Bayne & Ms. Priore	Ms. O'Connor

ALLERGY AWARENESS SEATING WAIVER

Name: _____ Grade: _____ Teacher: _____

For the health and safety of your child, it is preferred that students who have a food allergy to sit in the 'allergy awareness' areas of the cafeteria. Although no area can be guaranteed free from all allergens, designated allergy awareness areas are cleaned separately from the other cafeteria tables. Staff are aware of these areas and understand that children sitting in them have a food allergy.

Please sign below if you do not want your child to sit in the allergy awareness area and return this document to your building's health office.

If you prefer that your child sit in the allergy aware area you may disregard this form.

I _____ give my child _____ permission to sit in areas that are not designated as 'allergen aware'. I understand this means children sitting near my child may be eating food that contains the allergen that my child is allergic to.

Parent/Guardian signature _____
Date _____

This document is valid for the current school year only. A new waiver must be completed each school year.

PURCHASING FOOD FROM THE CAFETERIA/CLASSROOM TREATS WAIVER

Name: _____ Grade: _____ Teacher: _____

For your child's health and safety it is preferred that all students with food allergies bring their lunch/party treats from home.

Cross contamination is always a possibility. In addition to that, many food labels read 'made in a facility' with the allergen in question and/or food that 'may contain' the allergen in question.

If you choose to allow your child to purchase food from the cafeteria/consume party treats please be aware that your child is responsible for knowing what they can and can't have.

Your child will not be allowed to consume food with a label that specifically states their allergen in the ingredients. However, staff is not responsible for determining what food your child can consume if it was homemade or if it has a label that reads 'may contain' the allergen or 'made in a facility' with the allergen.

Please sign below and return this waiver to your building's health office if you would like your child to be able to purchase food from the cafeteria and consume in class party treats.

If you prefer that your child only consume food sent in from home you may disregard this form.

I _____ give my child _____
permission to purchase/consume food from the school cafeteria and consume party treats/food brought into the classroom by other parents. I understand that it is my child's responsibility to know what they can safely consume.

Parent/Guardian signature _____

Date _____

This document is valid for the current school year only. A new waiver must be completed each school year.

Non-Emergency Medications on Field Trips

Only a nurse, parent, or parent designee may administer non-emergency medications at school or at school related functions.

The school nurse is available to administer these types of medications during the school day however the nurse does not typically attend field trips.

Please sign and return this form to the health office acknowledging your understanding that the medication(s) listed will NOT be sent on field trips.

If you would like your child's non-emergency medication(s) to be sent on field trips it is preferred that you volunteer to chaperone or assign a parent designee to attend the trip in your place.

Student name: _____

Parent signature: _____ Date: _____

Medication(s) NOT being sent on field trips:

Feel free to call the CES Health Office with any questions at (845) 534-8009 ext. 2010.

Lisa Priore, RN

Sara Bayne, BSN, RN