

**OLDHAM COUNTY BOARD OF EDUCATION
ADMINISTRATIVE REGULATION – 9009.04-AR
MANAGEMENT OF FOOD ALLERGIES**

Relates to: Board Policy 9009; 9009.03-F; 9009.04-F

The primary concern of the school is the prevention and appropriate treatment of the potentially severe allergic reaction, anaphylaxis. The following administrative regulations are hereby established in order to properly implement the policy pertaining to the management of food allergies:

1. Each school shall establish a method of ensuring that relevant information is transmitted to all supervising persons of a student identified with a life threatening food allergy. It is incumbent upon the school to notify any person who may be supervising an identified student with food allergies, especially those which may be life threatening, such as peanut and tree nut allergies.
2. Parents of children having allergies must complete an individualized action plan developed by school personnel, the parent and the student's physician. (See OCBE Administrative Regulation 9009.04-F "Allergy Care Plan/Prescribed Epinephrine")
3. Most food-allergic children bring their lunch from home. However, guidelines established by the USDA Child Nutrition Division in charge of school lunches requires school food service staff to provide substitute meals to students with allergies if the parent provides written instructions from child's physician certifying the child's allergy, what foods are to be avoided, and safe substitutions.
4. Each school should consider establishing a no-food trading policy within the school.
5. Each school should encourage parents to review/preview menus in order to select foods safe for their child to eat.
6. Each school should consider the following avoidance strategies due to the fact that risk can never be fully eliminated in the school environment:
 - a) Encourage parents to instruct their children in how to avoid contact with substances to which they are allergic.
 - b) Carefully monitor identified children, especially in the younger grades.
 - c) Encourage parents of children with allergies to consider having their children eat foods that are prepared at home only.
 - d) Encourage students not to exchange foods or utensils with other students.
 - e) Wash surfaces, toys and equipment clean of allergy containing foods.
 - f) Ensure food personnel receive training from the Food Service Director about necessary measures required to prevent cross contamination during food handling, preparation and serving of food.
 - g) Check hand soap ingredients and pet foods used to be sure these do not contain peanut oils or nuts.
 - h) Establish a buddy system for identified students.
 - i) Provide staff updates at monthly faculty meetings.
 - j) Provide a peanut-free or nut-free area in the cafeteria if there are students with documented nut allergies within the school.
7. The District shall provide training for designated (school) staff in basic first aid, resuscitative techniques, identification of symptoms of an allergic reaction, and the use of epinephrine auto injections.
8. The school shall keep epinephrine in close proximity to students at risk of anaphylaxis and, in all cases where it is administered, the school must call 911 so that the student is sent to the hospital immediately. Follow Allergy Care Plan/Prescribed Epinephrine (9009.04-F) or if no plan is filed, see Safe Schools Manual, Allergy Protocol.
9. Schools will require parents to bring in commercially prepared food items only, with the ingredients on the package, for any party, special occasion or any time that the food is intended for consumption by others instead of or in addition to their own child.
10. Fruit brought in by parents must be whole, unpeeled and washed in a nut free and otherwise allergen free environment in the school cafeteria unless directed otherwise. It may not be cut up unless it is purchased commercially prepared and sealed and labeled in accordance with paragraph 9.
11. In classrooms having students with identified allergies, only foods without the offending food ingredient may be brought in for parties, special occasions or any time that the food is intended for consumption by others instead of or in addition to their own child.
12. Food or candy distributed by school staff in classroom must not contain tree nuts, peanuts or peanut oil.
13. During field trips, foods must be monitored and emergency medication such as epinephrine must be maintained by OCBE staff who accompany students with allergies.
14. An exception to this policy may be granted for classes in which food is prepared and consumed for instructional or cultural purposes. Instructors wishing to use food as a part of their instruction should contact the principal prior to the start of each semester.

Adopted: July 14, 2000
Revised: April 24, 2001

Revised: July 18, 2002
Revised: July 27, 2005

Revised: April 3, 2007
Revised: May 11, 2013