



**Procedures
for the care of
students with
a diagnosed
food allergy
at risk for
anaphylaxis**



**Raven School District
Food Allergy
Management
Plan
2020-2021 School Year**

Table of Contents

1. Table of Contents	2
2. Student Health Advisory Council Membership: 2019-2020	3
3. Key Elements to this plan	4
4. Legislation Considered in Development of this Plan	5
5. Development, Communication, Implementation and Monitoring of Food Allergy Action Plans, Emergency Care Plans, Individualized Health Care Plans, and/or 504 Plans	7
6. The Raven approach to reducing risk of exposure at school	9
7. Training on Recognition of Anaphylaxis and Emergency Response	10
8. Post Anaphylaxis Reaction-Review of Policy and Procedures	10
9. Appendix	
a. Request for Food Allergy Form	
b. Student and Parent/Guardian Contact Information	
c. Epi-pen Injection Procedure Action Plan	
d. NASN Anaphylaxis Management Algorithm 1	
e. 504 Plan	

The Raven School and the Medical department of the Gulf Coast Trades Center worked together with the Site-Based Decision Making (SBDM) Committee to develop this plan. SBDM committee membership is comprised of representatives from the Raven School, department management from Food Services, Residential, Medical, Human Resources, Social Services as well as the community.

The Raven School and Residential Medical personnel have operated closely since the District charter in 1998. Annually, the SBDM committee meets at least four times to discuss and review student health concerns. The *Food Allergy Management Plan* is reviewed annually through the SBDM committee. The Raven School gratefully acknowledges their efforts.

Site-Based Decision Making Committee and Guests:

Deann Pressley, Work Experience Coordinator (SBDM Member)

Will Gollihar, High School Principal (SBDM Member)

Linda Murphy, Coordinator of Grants and Compliance (SBDM Member)

Paden Pearce, Social Services Caseworker (SBDM Member)

Natosha Meyers, CTE Teacher (SBDM Member)

Emily Mendoza, E/LA Teacher (SBDM Member)

Lewanda Martin, Medical Services
(LVN)

Jackie Nixon, Food Services Manager

Rhonda Shed, Human Resources Director

Key Elements

The key elements identified in *Senate Bill 27* of the 82nd legislative session as fundamental in the development of a comprehensive food allergy management plan for schools include the following:

1. Identification of Students with Food Allergies At-risk for Anaphylaxis;
2. Development, Communication, Implementation and Monitoring of Food Allergy Action Plans, Emergency Care Plans, Individualized Health Care Plans, and/or 504 Plans;
3. Reducing Risk of Exposure within the School Setting;
4. Training for Staff on Recognition of Anaphylaxis and Appropriate Emergency Response, and
5. Post Anaphylaxis Reaction-Review of Policy and Procedures.

Legislation Considered in Development of this Plan

Texas Education Code:

- Chapter 22, Section 22.052,
- Chapter 25, Section 25.0022
- Chapter 38, Section 38.015 states that a “student with asthma or anaphylaxis is entitled to possess and self-administer prescription asthma or anaphylaxis medicine while on school property or at a school-related event or activity” if:
 - 1) the prescription medicine has been prescribed for that student as indicated by the prescription label on the medicine;
 - 2) the student has demonstrated to the student's physician or other licensed health care provider and the school nurse, if available, the skill level necessary to self-administer the prescription medication, including the use of any device required to administer the medication;
 - 3) the self-administration is done in compliance with the prescription or written instructions from the student's physician or other licensed health care provider; and
 - 4) a parent of the student provides to the school:
 - (A) a written authorization, signed by the parent, for the student to self-administer the prescription medicine while on school property or at a school-related event or activity; and
 - (B) a written statement from the student's physician or other licensed health care provider, signed by the physician or provider that states:
 - i. that the student has asthma or anaphylaxis and is capable of self-administering the prescription medicine;
 - ii. the name of the medicine;
 - iii. the prescribed dosage for the medicine;
 - iv. the time at which or circumstances under which the medicine may be administered;

v. the period to which the medicine is prescribed.

www.statutes.legis.state.tx.us

Texas Family Code, Chapter 32, Section 32.001-32.003

Texas Administrative Code Title 4, Part 1, Chapter 26, Subchapter A (Texas Public School Nutrition Policy) <http://Childnutritionpolicy>

Specifically:

Sec. 38.0151. POLICIES FOR CARE OF CERTAIN STUDENTS AT RISK FOR ANAPHYLAXIS. (a) The board of trustees of each school district and the governing body or an appropriate officer of each open-enrollment charter school shall adopt and administer a policy for the care of students with a diagnosed food allergy at risk for anaphylaxis based on guidelines developed by the commissioner of state health services in consultation with an ad hoc committee appointed by the commissioner of state health services.

(b) A school district or open-enrollment charter school that implemented a policy for the care of students with a diagnosed food allergy at risk for anaphylaxis before the development of the guidelines described by Subsection (a) shall review the policy and revise the policy as necessary to ensure the policy is consistent with the guidelines.

Development

The Raven School and the Medical department of the Gulf Coast Trades Center worked together with the Site-Based Decision Making (SBDM) Committee to develop this plan. SBDM committee membership is comprised of representatives from the Raven School and department management from Food Services, Residential, Medical, Human Resources, Social Services and the community.

The Raven School and Residential Medical personnel have operated closely since the District charter in 1998. Annually, the SBDM committee meets at least four times to discuss and review student health concerns. The *Food Allergy Management Plan* is reviewed annually through the SBDM committee. The Raven School gratefully acknowledges their efforts.

Communication

Agendas and minutes from the SBDM Committee are available for review in the principal's office of the Raven School. Safety and student health activities are disseminated from the principal's office to both the Raven School and all departments of the Gulf Coast Trades Center.

Parents/Guardians are solicited for information regarding student allergies when students are enrolled via forms in the *Student Handbook*. Due to adjudicated placement issues that are particular the Raven School, the Gulf Coast Trades Center medical department communicates medical allergies in printed form to school administration. Depending on individual student needs, this information is communicated on a 'need to know' basis to appropriate education staff.

Implementation

Students with food allergies are identified by medical staff. Implementation of safety measures are begun immediately through communication to Food Services management. Students with food allergies are considered in food preparation and if any food or food preparation would give risk of anaphylaxis reaction, an alternative meal is prepared.

Medical staff also provides written information for school administration containing the student's name, a picture of the student, the particular food or other allergy cause, as well as actions to take or prohibitive steps. School administrators provide this information to staff (i.e., shop instructor, Culinary Arts instructor, Orientation staff responsible for shop placements, etc.) on an as needed basis.

When a student experiences a food allergy school staff is trained to monitor the student for signs of physical stress and contact school administration and medical staff. If medical staff is unavailable to respond, Raven School staff will determine if the use of an Epi-pen is required. If an Epi-pen is administered, protocols for contacting first responders through 911 begin immediately and the student will continued to be monitored by staff until such time as first responders are on scene.

Monitoring

Staff efforts to reduce the risk of food allergies are monitored by school administration and the SBDM committee. The Raven School is a true year-round school with students enrolling weekly. Social services caseworkers meet weekly with school administration to share information concerning student health needs prior to student enrollment. Information dissemination begins immediately with appropriate education, medical, and food services staff.

The Raven approach to reducing risk at school

Communication, proactive prevention, informed response and timely response are key steps to reducing risks for students with food and other allergies during the school day.

- 1) Medical staff communicating with school administration and school administration communicating with appropriate education staff creates awareness from staff to monitor students with food allergies. This is done both verbally and in written form.
- 2) Proactive prevention may come in the guise of shop placements that remove a student from being near the source of food or other allergies. In other cases, keeping items locked away or ensuring proper protective gloves, air masks, or other clothing is considered when appropriate. Students receive an individualized approach upon recommendation from medical staff.
- 3) An informed response allows staff to make decisions while a student is experiencing an anaphylaxis reaction that removes the source from the student, minimize the effects of the reaction, utilize others to communicate appropriately with administrative and medical staff and control the immediate surroundings to de-escalate the situation.
- 4) A timely response allows staff to respond quickly and decisively to reduce the time and level of physical stress a student experiences, increasing a favorable outcome. In addition to individual student's ability to possess Epi-pen's or inhalers as prescribed by a physician, Raven School administration keep emergency measures such as AED devices and a spare Epi-pen ready in the event of an emergency. Staff is trained annually in the use of these instruments and first aid/CPR.

Training: Recognition of Anaphylaxis and Emergency Response

Raven School staff is trained annually by Medical staff in the administration of Epi-pen's and assisting students who may experience seizures. Training records are kept in the principal's office and are available for review.

In addition, staff is trained annually by certified staff in the use of Cardiopulmonary Resuscitation (CPR) and the administration of first aid. Cards are on file and training schedules are available for review in the principal's office.

Finally, education personnel are trained annually in "Handle with Care" counseling, de-escalation and restraint techniques by certified staff. Certificates are on file in Human Resources and a training schedule is available for review in the principal's office.

Post Anaphylaxis Reaction-Review of Policy/Procedures

This *Food Allergy Management Plan* is reviewed in formative and summative fashion by the SBDM committee. Formatively, school administration meets with medical staff following each instance when a food allergy anaphylaxis situation occurs during school hours. The purpose of this discussion is to review actions and assess if protocols were followed and if corrective action or retraining is needed. Follow up discussion takes place at quarterly SBDM meetings to both inform and consider whether changes in the *Food Allergy Management Plan* should be instituted. Annually, the plan is reviewed at the last SBDM meeting to determine if the plan remains relevant or if changes are needed. On years when the Texas legislature meets, SBDM meeting dates are altered to include any additional changes to the plan created by legal changes.