



UCC Schools Food Safety & Allergy Policy

Nationwide, about **8% of all children are affected by food allergies**, which is about **2 students in every classroom**. Eight foods or food groups account for most serious allergic reactions in the United States: milk, eggs, fish, crustacean shellfish, wheat, soy, peanuts, and tree nuts.

Food allergy reactions can be unpredictable, and 1 of 4 students who have a severe and potentially life-threatening reaction at school have no previously known food allergy. About 20% of students with known food allergies (1 of 5) will have a reaction while at school.

UCC takes allergies and medical conditions seriously, and will take precautions to maintain safe and healthy schools.

UCC will provide a safe environment for a student with known, diagnosed food allergies that are likely to result in an anaphylactic reaction or serious food intolerance **without banning the food product** from schools and buildings or meal offerings. UCC works with students, parents, and medical practitioners to minimize the risks of exposure and to provide a positive educational environment for food-allergic and food-intolerant students.

Should exposure to a known food allergen occur creating a severe allergic reaction, trained staff will administer an EpiPen, call 911, protect the students airway, and keep students safe until emergency personnel arrive. Medication administration will be provided in compliance with written instructions.

NOTE: Due to the variety of allergies and the different levels of severity across our schools, **we cannot guarantee an allergy free environment across our schools at all times**. Students and visitors may bring in cold lunches and/or snacks that could have allergens in them, and many food products may not contain allergens, but may be made in factories where allergens are present and cross-contamination could occur.

If your child has a severe food allergy or intolerance, we strongly recommend providing all of your child's meals and snacks from home daily to prevent any allergic reactions.

UCC Schools Policies to Promote the Safety of Students with Food Allergies:

- A listing of students with known food allergies will be shared with all school staff annually
- Classrooms that have a child with a known food allergy will have a display on the classroom door indicating the allergens that are not allowed in the classroom
- Classrooms that have a child with a known food allergy will also share a communication with peers/families via ClassDojo to inform them of this health condition (while preserving the confidentiality of students)
- All school-served foods must have an ingredients label with known allergens listed
- Teachers and staff will be encouraged to use **non-food** incentives for prizes, gifts and awards
- Students will be asked to wash their hands after eating all meals and snacks
- All school staff will be trained on allergic reactions, administration of epinephrine auto-injectors, and inhalers
- Families will be asked to only provide store-bought food items with an ingredients list and allergen label when bringing in snacks or treats for children other than their own



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- Events coordinated by school staff involving UCC school students must ensure all food served have ingredients and allergens labeled, and all individuals serving food are knowledgeable of allergic reactions

UCC schools has the following collaborative strategies in place to manage food allergies and promote student safety:

- 1. Ensure daily management of food allergies for individual children.**
 - a. Identify children with food allergies
 - b. Develop a plan to manage and reduce the risk of food allergy reactions
 - c. Help students manage their own food allergies
- 2. Prepare for food allergy emergencies.**
 - a. Set up a communication system that is easy to use
 - b. Make sure staff can access epinephrine auto-injectors quickly and easily
 - c. Make sure that epinephrine is used when needed and someone immediately contacts 911
 - d. Identify the role of each staff member in an emergency
 - e. Prepare for food allergy reactions in children without a prior history
 - f. Document the response to a food allergy emergency
- 3. Provide professional development on food allergies for staff.**
 - a. Provide general training on food allergies to all staff
 - b. Provide in-depth training for staff who have frequent contact with children with food allergies
 - c. Provide specialized training for staff who are responsible for managing the health of children with food allergies on a daily basis.
- 4. Educate children and families about food allergies.**
 - a. Teach all children about food allergies.
 - b. Teach all parents and families about food allergies.
- 5. Create and maintain a healthy and safe educational environment.**
 - a. Create an environment that is as safe as possible from exposure to food allergens
 - b. Develop food-handling policies and procedures to prevent food allergens from unintentionally contacting other food.
 - c. Make outside groups aware of food allergy policies and rules when they use the school or facilities after hours.
 - d. Create a positive psychosocial climate.



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The safety and health of our school environment is dependent on the collaboration of school staff, families, and students. We have outlined the responsibilities of key stakeholders in this process below.

Family Responsibilities:

- Notify school of child's allergies or food intolerance diagnosis, and provide all medical documentation, allergy action plan, and medication to support the safety of the child.
- Work with the school nurse, health center staff, teacher, principal, and other to develop a plan that accommodates the child's needs throughout the school day as well as during school-sponsored activities
- Complete all medical documentation, and return the paperwork to the school health center annually. All documentation must be reviewed and updated yearly.
 - [The Medication Authorization form linked here must be completed and submitted to our school](#)
- Provide properly labeled medications and replace medications as needed or upon expiration.
- Provide two doses of epinephrine if the student is able to self carry, one for the health office and one to be kept with the student.
- Update school with changes in contact information, including changes in emergency contacts.
- Understand if an emergency medication is not supplied, 911 will be immediately called in the event of suspected anaphylaxis.
- Decide with a medical practitioner if your child needs to eat at a "safe" table. If this is required, communicate with your child's classroom teacher and school principal immediately.
- Communicate with all school staff and program staff that work with your child during school, and after school, and inform them of your child's medical condition and emergency medication protocols.
- Provide ongoing education for your child in the self-management of his/her food allergy including:
 - Safe and unsafe foods
 - Strategies for avoiding exposure to unsafe foods, including no food trading and/or sharing in any school environment
 - Symptoms of allergic reactions
 - How and when to tell an adult when they may be having an allergy-related problem
 - How to read food labels (age appropriate)
 - How to communicate known food allergies to peers and staff anytime there is food present
- Provide a box of allergen-free snacks for the child's classroom parties and other special occasions
- If your child has a severe food allergy or intolerance, we strongly recommend packing all of your child's meals and snacks daily to prevent any allergic reactions.
- If you would like your child to eat a school provided meal, parents and guardians are required to review the breakfast, lunch, and snack menu daily and make arrangements to provide an alternative meal for your child on any days a meal is served with a known allergen. ***Our school is unable to provide substitutions or alternative meals for children in K5-8th grade with dietary restrictions.***
 - [Our school lunch menu is available on our school website linked here](#)



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School Responsibilities:

- Review health records submitted by parents and medical practitioners.
- Students will not be excluded from any activities because of a medical condition or allergy.
- The school nurse and principal will establish a team to work with parents and the student (age appropriate) to coordinate the implementation of the Severe Allergy Action Plan. This team will include the teachers, School Nutrition Services' personnel, school administrative assistants, building aide, health aide, outside staff, and others as appropriate.
- The school nurse will provide training to all designated primary contacts that interact with the food-allergic students to recognize the signs and symptoms of an allergic reaction. Aspects of training will include what to do in an emergency, as well as how to minimize risk of exposure to the allergen during meals, snacks, arts or craft projects, or other school curriculum. A list of trained staff will be made available to the Principal.
- Medications for food allergies will be stored according to the Medication Policy and Procedure. Students may carry their own epinephrine with medical practitioner approval.
- School staff specially trained in the use of epinephrine or oral medications will administer medications, as necessary, during school activities, including field trips.
- The school nurse or teacher, along with parents, will develop a plan regarding special field trip needs which will include having emergency medications available.
- The school staff will inform the health office of field trips at least a week in advance to allow for planning and training or as soon as off-site event is known.
- If the student participates in school sponsored activities and emergency medication has not been supplied by the parent, staff will call 911 for cases of suspected anaphylaxis.
- The students' food allergen will not be used in class projects, parties, holiday celebrations, science experiments, or any other activities.
- Principal or his/her designee will share this policy with outside organizations invited to work with students during school sponsored activities.
- Parents and staff are encouraged to use non food items for special occasions and treats.
- Food items brought as "treats" must be store bought with an intact ingredient label listing allergy information.



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Teacher Responsibilities

- The teacher will be trained in the student's allergic symptoms and plan of care and will keep a copy of the student's Allergy Action Plan in a confidential location. The teacher will place a copy of the plan in the substitute teacher folder and share with specialists.
- The teacher is responsible for communicating with all families in a classroom if there is a child with a known food allergy in their classroom (while preserving student confidentiality). These communications should be shared via ClassDojo at least 2 times each year.
- The teacher is responsible for notifying the parent and health office of field trips and special occasions, one week in advance or as soon as the event is known.
- The food-allergic or food-intolerant child may choose a snack from his/her snack box provided by parents per their food allergy/Intolerance plan.
- Teachers are responsible for discussing "no food sharing/trading" during school sponsored activities.
- Students and staff are encouraged to wash their hands prior to entering the classroom and after eating.
- The students' food allergen will not be used in class projects, parties, holiday celebrations, science experiments, or any other activities.
- The teacher is responsible for checking ingredient labels on foods brought in for sharing with the entire class e.g "birthday treats" to ensure that they do not contain allergens.
- The teacher understands if an emergency medication is not supplied, 911 will be called in the event of suspected anaphylaxis.

School Nutrition Services Responsibilities

- School Nutrition Services employees will take measures to prevent cross-contamination during food preparation and when serving food.
- Nutrition Service Administrator will request a listing of all student food allergies annually, and ensure this information is added to the lunch accounting system (POS system) so that all staff are alerted of student food allergies during lunch service.
- If required by a medical provider, students with severe allergies may sit at a designated "safe" table (with neighboring students who do not have the allergen present in their lunch).
- When sanitizing tables after lunch a separate wash and sanitizing bucket AND cloth must be used to clean the "allergen safe" tables in all lunchrooms throughout the district.
- School Nutrition Services will provide nutrition information/labels for foods served in child nutrition programs per parent/staff request.

Student Responsibilities (based on level of development)

- Be your own advocate and inform peers and adults of your allergy when food items are present.
- Do not trade/share food or utensils with other students.
- Wash hands prior to eating.
- Do not eat or touch anything with unknown ingredients or known to contain an allergen.
- Learn how to administer epinephrine and practice often.
- Notify a staff member if you have eaten something believed to contain a food allergen.



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- Carry epinephrine (if designated to do so in the School Medication Consent Form) and notify a staff member in the event of suspected exposure or if epinephrine has been self administered.

Signage and Resources for School Staff:

- [Recognize and Respond to Anaphylaxis - Common Symptoms Poster](#)
- [Allergy Alert Signs for Classrooms & Listing of Health Conditions](#)

Training Resources for School Staff & Volunteers:

- [EpiPen Training Video - 8 minutes](#)
- [EpiPen Online Quiz - 5 questions](#)
- [EpiPen Procedures](#)
- [Inhaler Training Video](#)
- [Inhaler Online Quiz - 5 questions](#)
- [Inhaler Procedures](#)
- [FARE - Food Allergy Research & Education Training](#)

Resources:

- Voluntary guidelines for managing food allergies in schools and early ... (n.d.).
https://www.cdc.gov/healthyschools/foodallergies/pdf/20_316712-A_FA_guide_508tag.pdf
- Managing food allergies in schools - centers for Disease Control and ... (n.d.-a).
https://www.cdc.gov/healthyschools/foodallergies/pdf/superintendent_508_tagged.pdf
- Voluntary guidelines for managing food allergies in schools and early ... (n.d.-b).
https://www.cdc.gov/healthyschools/foodallergies/pdf/20_316712-I_FA_faq_508tagged.pdf
- Reducing the risk of exposure to food allergens. (n.d.-b).
<https://www.foodallergy.org/resources/reducing-risk-exposure-food-allergens-cdc>