

A Checklist for Parents With Children of Severe Allergies

“You are your child’s best advocate at school”

The parent’s communication with the school nurse, teacher and all school departments is imperative. WCPS has an Anaphylaxis Policy, and an Allergies, Food Modifications and Special Diets Guidelines in place, which you can find in the handbook or on WCPS website. Additionally, the following checklist may be helpful.

- Meet with child’s doctor and create an action plan. Have physician complete physician’s medication form for epinephrine auto-injectable. Talk with your physician and school nurse about how many will be needed at school. Make sure the medication is not expired.
- Get ID bracelet or necklace with allergy or condition, phone number and child’s name.
- Meet with school nurse, teacher & principal before school year begins (combined meeting if possible)
 - Complete School Health paperwork pertaining to allergies. School Nurse will create a care plan.
 - Food should have list of ingredients available so allergens can be noted. When food is brought into classroom, teacher will communicate with school nurse and parent, if needed.

Discuss the following at the meeting with school nurse, teacher & principal:

- Classroom:
 - Parent/guardian may want to be present for all special class occasions, PTA involved activities, classroom parties & field trips (yes, there may be food passed out on field trips). If it’s not possible check for any food being served beforehand.
 - Be in contact and collaborate with home room parent concerning food for special celebrations.
 - Be aware of snacks/treats being distributed during school. Have substitute snack available at school.
 - Classroom supplies: check for allergens such as grains, peanut butter (making bird feeders), etc.
 - Classroom prizes that are food. Have an alternative.
- Food and Nutrition & Cafeteria:
 - Check breakfast/lunch options for allergen, make food and nutrition aware of allergy, and complete the appropriate paperwork so an alert will be placed on student’s account.
 - Student can be assigned to an allergen-free table if requested, principal will put in place.
 - Staff members on cafeteria duty are made aware/trained of student with food allergy and signs/symptoms, plan of care.
- Transportation:
 - Student may be able to self – carry (if applicable-assessed as competent) or an appropriate plan developed.
 - No food policy on bus (including no food from bus driver), except for another medical condition (then the school nurse will communicate safe, appropriate foods).
 - Student sits in view of bus driver (especially if not old enough to self-carry).
 - For bus staff- plan of care communicated on student having allergy (including bees, etc).
- Anaphylactic awareness session and similar medical condition sessions can be done in classroom, if requested. Contact teacher. School Counselors can be consulted for support/education. Student is not singled out if desired, presented in a way that makes students aware of people having all kinds of medical conditions, including allergies. Student will be educated and should have age appropriate awareness of self- allergic prevention and symptoms of allergic reaction.
- Make sure all staff and bus drivers who are in contact with allergic student are trained/educated.
- FAAN (Food and Allergy Anaphylaxis Network) is a great resource for parents and schools

Contact list:

- WCPS School Health Programs Coordinator: 301-766-8723
- Meritus School Health Program Director 301-766-8771
- Food and Nutrition: 301-766-2890
- Transportation: 301-766-2902