

Students**Management Plan and Guidelines for Students with Food Allergies, Glycogen Storage Disease, and/or Diabetes**

The Waterford Public Schools (the “District”) recognize that food allergies, glycogen storage disease (GSD) and/or diabetes may be life threatening. For this reason, the District is committed to developing strategies and practices to minimize the risk of accidental exposure to life threatening food allergens and to ensure prompt and effective medical response should a student suffer an allergic reaction while at school. The District is also committed to appropriately managing and supporting students with GSD and/or diabetes. The District further recognizes the importance of collaborating with parents, adult students (defined as students age eighteen (18) and older) and appropriate medical staff in developing such practices and encourages strategies to enable the student to become increasingly proactive in the care and management of the student’s food allergy, GSD and/or diabetes, as developmentally appropriate. To this end, the District adopts the following guidelines related to the management of life-threatening food allergies, GSD and/or diabetes for students enrolled in District schools.

I. Identifying Students with Life-Threatening Food Allergies Glycogen Storage Disease, and/or Diabetes

Early identification of students with life-threatening food allergies, diabetes and/or GSD is important. The District therefore strongly encourages parents/guardians of students and adult students with life-threatening food allergies to notify the school of the allergy, providing as much medical documentation about the extent and nature of the food allergy as is known, as well as any known effective treatment for the allergy. The District also strongly encourages parents/guardians of students and adult students with GSD and/or diabetes to notify the school of the disease, providing as much medical documentation about the type of GSD and/or diabetes, nature of the disease and current treatment of the student.

Students with life-threatening food allergies and diabetes are virtually always students with disabilities and should be referred to a Section 504 team, which will make a final determination concerning the student’s eligibility for services under section 504. The section 504 team may determine that the only services needed are in the student’s Individualized Health Care Plan (IHCP) and/or Emergency Care Plan (ECP); in that case, the IHCP and/or ECP will also serve as the student’s Section 504 plan. The Section 504 team will also ensure that parents receive appropriate notice and are informed of their rights under Section 504, including their right to request an impartial hearing if they disagree with the provisions in the Section 504 plan.

Students with GSD and less severe food allergies should be referred to a Section 504 team if there is reason to believe that the student’s GSD or food allergy substantially limits a major life activity. To determine whether a food allergy is severe enough to substantially limit a major life activity, the team should consider the impact on the student when the student has been exposed to the allergen and has not yet received treatment.

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Major life activities include, but are not limited to:

- (i) Caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, sitting, reaching, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, interacting with others, and working; and
- (ii) The operation of a major bodily function, including functions of the immune system, special sense organs and skin; normal cell growth; and digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, hemic, lymphatic, musculoskeletal, and reproductive functions. The operation of a major bodily function includes the operation of an individual organ within a body system.

II. Individualized Health Care Plans and Emergency Care Plans

- a. If the District obtains medical documentation that a student has a life-threatening food allergy , GSD, and/or diabetes, the district shall develop an Individualized Health Care Plan (IHCP) for the student. Each IHCP should contain information relevant to the student’s participation in school activities, .
- b. The IHCP shall be developed by a group of individuals, which shall include the parents, the adult student, if applicable, and appropriate school personnel. Such personnel may include, but are not limited to, the school nurse, school, or food service administrator(s); classroom teacher(s); and the student, if appropriate. The school may also consult with the school’s medical advisor, as needed.
- c. IHCPs are developed for students with special health needs or whose health needs require daily interventions. The IHCP describes how to meet the student’s health and safety needs within the school environment and should address the student’s needs across school settings. Information to be contained in an IHCP should include a description of the functional health issues (diagnoses); student objectives for promoting self-care and age-appropriate independence; and the responsibilities of parents, school nurse and other identified school personnel. The IHCP may also include strategies to minimize the student’s risk for exposure. For the student with life-threatening food allergies, GSD, and/or diabetes the IHCP may include strategies designed to ameliorate the risk of such disease and support the student’s participation in the classroom. IHCPs for such students may include such considerations:

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- i. classroom environment, including allergy free considerations, or allowing the student with GSD and/or diabetes to have food/dietary supplements when needed;
 - ii. cafeteria safety;
 - iii. participation in school nutrition programs;
 - iv. snacks, birthdays and other celebrations;
 - v. alternatives to food rewards or incentives;
 - vi. hand-washing;
 - vii. location of emergency medication;
 - viii. risk management during lunch and recess times
 - ix. special events
 - x. field trips, fire drills and lockdowns
 - xi. extracurricular activities
 - xii. school transportation;
 - xiii. the provision of food or dietary supplements by the school nurse, or any school employee approved by the school nurse;
 - xiv. staff notification, including substitutes, and training; and
 - xv. transitions to new classrooms, grades and/or buildings.
- d. The IHCP should be reviewed annually, or whenever there is a change in the student's emergency care plan, changes in self-monitoring and self-care abilities of the student, or following an emergency event requiring the administration of medication or the implementation of other emergency protocols.
- e. For a student with a life-threatening food allergy, GSD, and/or diabetes, the IHCP shall not prohibit a parent or guardian, or a person designated by such parent or guardian, to provide food or dietary supplements to a student with a life-threatening food allergy, GSD, and/or diabetes on school grounds during the school day.
- f. In addition to the IHCP, the District shall also develop an Emergency Care Plan (ECP) for each student identified as having a life-threatening food allergy. The ECP

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is part of the IHCP and describes the specific directions about what to do in a medical emergency. For the student with a life-threatening food allergy, the ECP should include the following information:

- i. The students' name and other identifying information, such as date of birth, grade and photo;
 - ii. The students' specific allergy;
 - iii. The students' signs and symptoms of an allergic reaction;
 - iv. The medication, if any, or other treatment to be administered in the event of exposure;
 - v. The location and storage of the medication;
 - vi. Who will administer the medication (including self-administration options, as appropriate);
 - vii. Other emergency procedures, such as calling 911, contacting the school nurse, and/or calling the parents or physician;
 - viii. Recommendations for what to do if the student continues to experience symptoms after the administration of medication; and
 - ix. Emergency contact information for the parents/family and medical provider(s).
- g. In addition to the IHCP, the District shall also develop an Emergency Care Plan (ECP) for each student identified as having GSD and/or diabetes. The ECP is part of the IHCP and describes the specific directions about what to do in a medical emergency. For the student with GSD and/or diabetes, the ECP should include the following information, as may be appropriate:
- i. The students' name and other identifying information, such as date of birth, grade and photo;
 - ii. Information about the disease or disease specific information (i.e. type of GSD and/or diabetes);
 - iii. The students' signs and symptoms of a diabetic emergency;
 - iv. The medication, if any, or other treatment to be administered in the event of an adverse reaction or emergency (i.e. Glucagon or insulin);
 - v. The location and storage of the medication;
 - vi. Who will administer the medication (including self-administration options, as appropriate);
 - vii. Other emergency procedures, such as calling 911, contacting the school nurse, and/or calling the parents or physician;
 - viii. Recommendations for what to do if the student continues to experience symptoms after the administration of medication; and
 - ix. Emergency contact information for the parents/family and medical provider.

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- h. In developing the ECP, the school nurse should obtain current health information from the parents/family and the student's health care provider, including the student's emergency plan and all medication orders. The school nurse or other appropriate school personnel, should obtain consent to consult directly with the students' health care providers to clarify medical needs, emergency medical protocol and medication orders.
- i. A student identified as having a life-threatening food allergy, GSD, and/or diabetes is entitled to an IHCP and an ECP, regardless of the student's status as a student with a disability, as that term is understood under IDEA Section 504 of the Rehabilitation Act of 1973 ("Section 504"), or the Individuals with Disabilities Education Act ("IDEA").
- j. The District shall ensure that the information contained in the IHCP and ECP is distributed to any school personnel responsible for implementing any provisions of the IHCP and/or ECP, and that any procedures in the IHCP and/or ECP comply with the District's policies and procedures regarding the administration of medication to students.
- k. When making eligibility determinations under Section 504 and/or the IDEA, schools must consider the student's needs on an individualized, case-by-case basis, in accordance with applicable state and federal requirements as they may be amended from time to time.

III. Training/Education

- a. The District shall provide appropriate education and training for school personnel regarding the management of students with life-threatening food allergies, GSD and/or diabetes. Such training shall include, as appropriate for each school (and depending on the specific needs of the individual students at the school) training in the administration of medication with cartridge injectors (i.e. epi-pens) and/or preventative strategies to minimize a child's risk of exposure

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to life-threatening allergens and prevent adverse reactions in students with GSD and/or diabetes. School personnel will also be educated on how to recognize symptoms of allergic reactions and/or symptoms of low blood sugar, as seen with GSD and/or diabetes, and what to do in the event of an emergency. Staff training and education will be coordinated by the school nurse and/or building administrator. Any such training regarding the administration of medication shall be done in accordance with state law and the district's policy.

- b. Each school within the District shall also provide age-appropriate information to students about food allergies, GSD and/or diabetes, how to recognize symptoms of an allergic reaction and/or low blood sugar emergency and the importance of adhering to the school's policies regarding food and/or snacks.

IV. Prevention

- a. Each school within the District will develop appropriate practices to minimize the risk of exposure to life-threatening allergens, as well as the risks associated with GSD and/or diabetes. Practices which may be considered may include, but are not limited to:
 - i. Encouraging hand washing.
 - ii. Discouraging students from swapping food at lunch or other snack/meal times.
 - iii. Encouraging the use of non-food items as incentives, rewards or in connection with celebrations.

V. Communication

- a. As described above, the school nurse shall be responsible for coordinating the communication between parents, a student's individual health care provider(s) and the school regarding a student's life-threatening allergic condition, GSD and/or diabetes. School staff responsible for implementing a student's IHCP will be notified of their responsibilities and provided with appropriate information as to how to minimize risk of exposure and/or diabetic emergency and how to respond in the event of an emergency.
- b. Each school will ensure that there are appropriate communication systems available within each school (i.e., telephones, cell phones, walkie-talkies or other devices) and for off-site activities (i.e., field trips) to ensure that school personnel are able to effectively respond in case of emergency.

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- c. The District shall develop standard letters to be sent home to parents, whenever appropriate, to alert them to food restrictions within their child’s classroom or school.
- d. All District staff are expected to follow district policy and/or federal and state law regarding the confidentiality of student information, including medical information about the student.
- e. The District shall make the Management Plan and Guidelines for Students with Food Allergies , GSD and/or diabetes available on the District’s website under the BOE Policy section.
- f. The District shall provide annual notice to parents and guardians regarding the Management Plan and Guidelines for Students with Food Allergies, GSD and/or diabetes. Such notice shall be provided in the Annual Notification Manual that is distributed each school year.

VI. Monitoring the District’s Plan and Procedures

The District should conduct periodic assessments of its Management Plan and Guidelines for Students with Food Allergies , GSD and/or diabetes. Such assessments should occur at least annually and after each emergency event involving the administration of medication to a student with a life-threatening food allergy, GSD and/or diabetes to determine the effectiveness of the process, why the incident occurred, what worked and what did not work.

The Superintendent shall annually attest to the Department of Education that the District is implementing the Management Plan and Guidelines for Students with Food Allergies, GSD and/or diabetes.

Legal References:

State Law/Regulations/Guidance:

- Conn. Gen. Stat. § 10-212a Administration of Medications in Schools
- Conn. Gen. Stat. § 10-212c Life-threatening food allergies and Glycogen Disease: Guidelines; District plans

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- Conn. Gen. Stat. § 10-220i Transportation of students carrying cartridge injectors
- Conn. Gen. Stat. § 10-231c Pesticide applications at schools without an integrated pest management plan.
- Conn. Gen. Stat. § 19a-900 Use of cartridge injectors by staff members of before or after school program, day camp or day care facility.
- Conn. Gen. Stat. § 52-557b “Good Samaritan law.” Immunity from liability for emergency, medical assistance, first aid or medication by injector. School personnel not required to administer or render. Immunity from liability re automatic external defibrillators.
- Regs. Conn. State Agencies § 10-212a-1 through 10-212a-7 Administration of Medication by School Personnel

Guidelines for Managing Life-Threatening Food Allergies in Connecticut Schools (Includes Guidelines for Managing Glycogen Storage Disease), Connecticut State Department of Education (Updated 2012).

Federal Law:

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794
Individuals with Disabilities Education Act, 20 U.S.C. § 1400 et seq.
The Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. § 12101 et seq.

Regulation issued: February 4, 2008
Regulation revised: January 24, 2013
Regulation revised: November 26, 2018
Regulation revised: February 27, 2020
Regulation revised: June 25, 2020
Regulation revised: April 27, 2023

Waterford Public Schools
Waterford, Connecticut

WATERFORD PUBLIC SCHOOLS
ALLERGY EMERGENCY PLAN

Name: _____

Allergic to: _____

DOB: _____

Teacher/Grade: _____

Asthma: Yes No (if yes then higher risk)

Place child's picture here

Signs of allergic reaction include:

Mouth: itching and swelling of lips, tongue

Throat: itching, tightness, cough, hoarseness

Skin: hives, swelling

GI: nausea, abdominal pain, vomiting, diarrhea

Lungs: cough, difficulty breathing, wheezing

Heart: weak pulse, passing out

Action:

1) If exposure/ingestion suspected, give Benadryl

(dosage) _____

EpiPen/EpiPen Jr –inject one syringe IM/SubQ

2) If symptoms develop, administer EpiPen/EpiPen Jr –inject one syringe IM/SubQ

3) Call 911 if: _____

4) Notify parent or emergency contact: _____

Do not hesitate to administer medication or call 911 even if parent or MD cannot be reached.

Emergency Contacts:

Name: _____

Phone: _____

Relationship: _____

Name: _____

Phone: _____

Relationship: _____

Name: _____

Phone: _____

Relationship: _____

Parent Signature _____

Date _____

Physician Signature _____

Date _____

SELF-MEDICATION ASSESSMENT

Student: _____ School: _____

D.O.B.: _____ Age: _____ Grade: _____

Physical/behavioral limitations: _____

Name of medication: _____

Self-Medication Criteria:

A. Student is capable of identifying individual medication. Yes No
Comments: _____

B. Student is knowledgeable of purpose of individual medication. Yes No
Comments: _____

C. Student is able to identify/associate specific symptom occurrence and need for medication administration. Yes No
Comments: _____

D. Student is capable/knowledgeable of medication dosage. Yes No
Comments: _____

E. Student is knowledgeable about method of medication administration. Yes No
Comments: _____

F. Student is able to state side effects/adverse reactions to medication. Yes No
Comments: _____

G. Student is knowledgeable of how to access assistance for self if needed in an emergency. Yes No
Comments: _____

H. An Individual Health Care Plan has been developed for the student which will monitor and evaluate the student's health status. Yes No

Based on assessment:

_____ The student is not a candidate for a self-medication program at this time.

_____ The student is a candidate for a self-medication program with supervision.

_____ The student has successfully completed self-medication training and has demonstrated appropriate self-administration.

Comments: _____

Principal/Teacher notified Yes No

Nurse's Signature _____ Date _____

**Medical Statement for Children *without* Disabilities
Requiring Special Meals in Child Nutrition Programs**

Part I (To be filled out by School)

Date: _____ Name of Child: _____

School Attended by Child: _____

Part II (To be filled out by Medical Authority)

Patient's Name: _____ Age: _____

Diagnosis: _____

Describe the medical or other special dietary needs that restrict the child's diet:

List food(s) to be omitted from the diet and food(s) to be substituted (Diet Plan):

List foods that require a change in texture:

Cut up or chopped to bite-size pieces:
Finely ground:
Pureed: _____

Special Equipment Needed:

Date _____ Signature of Medical Authority _____

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