Managing an Allergy-Safe Environment Plan at McKee Road Elementary
Procedures ʹ Risk Management ʹ Safety Guidelines
Adopted 8/2/17
The Allergy Safe Environment Plan will be integrated into the staff handbook which will be
reviewed two times a year at the beginning of each semester. The Allergy Safe Environment
Plan aligns with CMS BOE regulations that were adopted on July 17, 2017.

1. Classrooms of Students with Severe Allergies
 Teachers must have a copy, be familiar with the Emergency Action Plan (EAP) signed by a doctor and
a parent of students in their classes, and respond to emergencies appropriately.
 In the event of an allergic rĞĂĐƚŝŽŶ͕ƚŚĞƐĐŚŽŽůŶƵƌƐĞƐŚŽƵůĚďĞĐĂůůĞĚĂŶĚƚŚĞƐĐŚŽŽů͛ƐŵĞƌŐĞŶĐǇ
Response Plan activated. 911 is to be called immediately.
 Teachers of students with severe allergies will have access to a telephone, walkie-talkie, intercom,
ĞƚĐ͙ĨŽƌĞŵĞƌŐĞŶĐǇĐŽŵŵƵŶŝĐation.
 Included in the Back to School mailing, all parents/guardians will be informed of the severe
ĂůůĞƌŐǇ;ŝĞƐͿƐƵĨĨĞƌĞĚďǇƐƚƵĚĞŶƚ;ƐͿ͘/ŶĐůƵĚĞĚŝŶƚŚĞŝŶĨŽƌŵĂƚŝŽŶǁŝůůďĞĂƐƵŐŐĞƐƚĞĚ͞ƐĂĨĞƐŶĂĐŬ͟ůŝƐƚ͘
 All parents must prearrange with the classroom teacher if they wish to share birthday treats (food)
for their child. Parents will be required to provide:
o Food item prepared by the cafeteria staff, or
o &ŽŽĚŝƚĞŵĚĞĞŵĞĚĂ͞ƐĂĨĞƐŶĂĐŬ͘͟
o Food items not purchased from the cafeteria will be consumed in the cafeteria with regards
to birthday treats.
 When student(s) with severe allergies leave the classroom, he/she will be accompanied by a buddy
or an adult who is aware of the allergy or allergic condition. This will include, but is not limited to:
fire drills, tornado drills, restrooms, assembly programs, recess and fieldtrips.
 Sharing or trading food in the classroom is strongly discouraged.
 Proper hand washing technique by adults and children will be taught by the school nurse and
required after the handling/consumption of food for every student.
 Precautions followed in the cafeteria will extend to classroom settings when and if the café option is
not available.
 Parents of allergy-ƉƌŽŶĞƐƚƵĚĞŶƚƐĂƌĞĞŶĐŽƵƌĂŐĞĚƚŽƉƌŽǀŝĚĞ͞ƐĂĨĞƐŶĂĐŬƐ͟ƚŽďĞŬĞƉƚŝŶƚŚĞ
classroom.
 A current Epinephrine auto-ŝŶũĞĐƚŽƌƐŚŽƵůĚďĞůŽĐĂƚĞĚŝŶƚŚĞĐůĂƐƐƌŽŽŵŝŶƚŚĞƚĞĂĐŚĞƌƐ͛^ĂĨĞ^ĐŚŽŽů
Bags for quick access, if provided by the parent.

2. Cafeteria
 Teachers and responsible staff will have access to a telephone, walkie-talkie, interĐŽŵ͕ĞƚĐ͙ĨŽƌ
emergency communication.
 A current Epinephrine auto-ŝŶũĞĐƚŽƌƐŚŽƵůĚďĞůŽĐĂƚĞĚŝŶƚŚĞĐĂĨĞƚĞƌŝĂŝŶƚŚĞƚĞĂĐŚĞƌƐ͛^ĂĨĞ^ĐŚŽŽů
Bags for quick access, if provided by a parent.

• The schoo l will establish an Allergy-Safe Zone and a Peanut/Tree Nut Zone by designating sections of

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product for lunch which contains peanut/tree nuts, will be required to sit at the designated

͞ WĞĂŶƵƚͬdƌĞĞEƵƚŽŶĞ͟ ƐĞĐƚŝŽ ŶŽĨƚ he class tables. Any st udent with an allergy is encouraged to sit

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• ^ƚƵĚĞŶƚƐŝŶŬ ŝŶĚĞƌŐĂƌƚĞŶ͕ƐŝƚƚŝŶŐĂƚƚŚĞ͞WĞĂŶƵƚͬdƌĞĞEƵƚŽ ŶĞ͕͟ǁŝůůďĞƌĞƋƵŝƌĞĚƚŽǁ ŝƉĞ ƚŚĞŝƌŚĂŶĚ

with w ipes befo re leav ing the table.

• All students who have consumed peanut/tree nut products must wash their hands with soap and

water immediately upon leaving the cafeteria after lunch.

• Cafeteria tables will be washed after each class leaves using designated cleaning materials for the

allergy-safe areas.

3. Media Center

• Teachers and responsible staff w ill have access to a telepho ne, walkie -ƚĂůŬŝĞ͕ŝŶƚĞƌĐŽŵ ͕ĞƚĐ͙ ĨŽƌ

emergency communication.

• The student or teacher should always hav e an Epinephrine auto -injecto r and o ther medical supplies

present in the classroom Safe School B ag, if provided by a parent.

Teachers and responsible staff w ill have ac000.0o a telephone, 0.0 -ƚĂůŬŝĞ͕ŝŶƚĞƌĐŽŵ ͕9ƚĐ͙ ĨŽƌ

 Parents of students with severe allergies will be encouraged to accompany their child on the field
trip. Parents will be allowed to ride the bus with their child.
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