

**Westfield Public Schools
Implementation of the Life Threatening Allergy Policy**

1. IMPLEMENTATION

The Westfield Public Schools (WPS) will:

- A. Provide life-threatening allergy (LTA) awareness education and epinephrine administration training in accordance with Massachusetts Department of Public Health and Department of Elementary and Secondary recommendations.
- B. The use of food for curriculum and instruction or special luncheons during the school day will be restricted upon approval by the principal. The use of food as a reward in any classroom will be eliminated, unless otherwise specified in an Individual Education Plan (IEP) or 504 Plan. All schools will require that any parties and celebrations during the school day be food-free.
- C. The principal or designee in each school will implement a “No Food or Utensil Sharing” practice, with particular focus at the elementary school level.
- D. If necessary, each elementary school may provide peanut/tree-nut awareness tables in the cafeteria. Reasonable efforts will be made for such tables to become “aware” of other allergens as deemed needed for an individual student through documentation from the student’s medical care provider or board-certified allergist. At the middle and high schools, accommodations will be made as needed.
- E. No bake sales will be permitted at elementary or middle schools during the school day. Bake sales conducted at those schools outside of the school day are limited to those at which only adults are allowed to purchase product. At the high school level, the sale of food products as a fundraiser will be at the discretion of the principal and in accordance with 105 CMR 225 and the Department of Elementary and Secondary Education guidance.
- F. At the elementary school level, when a student’s medical need to be in an LTA-safe environment is clearly documented by a medical provider, and clear directions from the provider are provided, WPS will make reasonable efforts to create LTA-safe classrooms. WPS reserves the right to consult with a board-certified allergist of its choice to review the recommendations to determine if it will authorize the implementation of those recommendations.

- G. Each school's Emergency Management Plan will include procedures for responding to a life-threatening allergic reaction. These procedures will be part of all LTA awareness education and epinephrine administration training. School principals will review their school's plan annually.
- H. Because of the confidentiality of medical records, a student's parent/guardian has the responsibility for notifying, in writing, the Director of Transportation of any life threatening allergies and give permission that the information be shared with the bus driver.
- I. WPS staff is not responsible for implementing the Life Threatening Allergy Policy and related protocols and procedures during (1) school sponsored activities beyond the school day that are open to the public (i.e. school athletic contests, plays, or ceremonies) or (2) programs or events on WPS property that are sponsored by various staff, parent, community, or private groups. School nurses are not available outside of school hours. WPS is not responsible for any event outside of the regular school day which is neither sponsored by WPS nor part of the WPS curriculum.

Resources:

MA DESE: Nutrition, Health, and Safety: Implementing Massachusetts School Nutrition Standards for Competitive Foods and Beverages

MA DPH: 105 CMR 225 – Nutrition Standards for Foods and Beverages in Public Schools

MA DPH: 105 CMR 210 – The Administration of Prescription Medications in Public and Private Schools

Massachusetts Department of Education (2002) "Managing Life threatening Allergies in the School Setting."

Sheetz, AH & Goodman, IF (Eds). (2007). The Comprehensive School Manual, Boston, MA:

Massachusetts Department of Public Health

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