

## SPECIAL HEALTH SERVICES PROCEDURE FOR FOOD-RELATED ALLERGIES

Some food allergies can be very serious, even life threatening. The existence of a food allergy may require the schools to provide preventive and intervention services in order to reduce the student's risk from contact with or ingestion of foods to which the child is allergic. The following procedures are to be utilized to assure the identification of students with food allergies and to provide for the preventive practices and interventions that may be necessary in the event of an allergic reaction to a food.

1. Upon registering at any Waterloo Community School, the parent must complete the Waterloo Schools student health update.
2. The school nurse (licensed health professional) will review the student health update to determine if the parent has identified any allergies that require additional documentation.
3. If a food allergy is identified, the school nurse contacts the parent to coordinate obtaining a release of information, a doctor's recommendation regarding the food allergy, including diagnosis and specific recommendations. The school nurse shall forward a copy of the Diet Modification Requisition to the Food Service Manager.
4. It is the parent or guardian's responsibility to inform the Principal and School Nurse of a newly diagnosed food allergy for students who are currently enrolled.
5. If the food allergy requires preventive or intervention practices, the school nurse develops the Individual Health Plan (IHP) with appropriate personnel.

The Principal in collaboration with the school nurse shall be responsible for notifying other personnel of the student's needs. Personnel that may need to be informed include but are not limited to:

- Food Services Manager
- Teachers
- Transportation Services
- After School Activity Personnel
- Athletic Personnel

The Executive Director of Student & At-Risk Services will make the determination, with the Director of Special Education as needed, on enrollment of a student with food allergies based on the building preparedness to meet the health needs of the student. The enrollment decision will be based on safety factors for the student and the importance of having the student in school in a timely manner.

Special health information shall be published annually in the building student and parent handbook and in the District Parent and Student Policy Handbook.

Cross Ref.: 501.4 Entrance Age and Requirements  
507.2 Administering Medication to Students  
507.5 Special Health Services

510.1 Student Activity Program

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