

**St. Francis Xavier Catholic Schools**  
**Management of Students with Severe Allergies Plan**  
**2018-2019**

In accordance with Wisconsin Law, 2013 Act 239 -

1. All students with diagnosed food or other severe allergies will report it to the school and have an Emergency Care Plan on file at their Xavier Campus. The Emergency Care Plan will be updated annually, unless there is a change in the student's medical condition requiring it to be updated sooner.
2. All parents of students with food or other severe allergies, who are new to Xavier Catholic Schools, will meet with the student's teacher(s) and/or the principal prior to the start of the school year to discuss the Emergency Care Plan, medication and medication locations, and classroom and curriculum modifications that may be required. Parents of returning students will meet with the student's teachers for the current school year.
3. Parents of food allergic children may keep a box of safe snacks at school, stored by the student's teacher in the classroom.
4. Parents of food allergic children will be allowed to act as a chaperone for field trips provided that they have received Virtus training and have completed a background check as required by the Diocese of Green Bay. Parents recognize that additional field trip and transportation fees may apply.
5. The St. Francis Xavier Catholic School System provides a hot lunch program at each school site. Parents of food allergic children should contact the food services director with any questions or concerns regarding allergen content.
6. Special subject teachers (art, music, gym, Spanish, etc.), support staff, and coaches will be aware of all students with allergies and plan accordingly for that grade level.
7. Student allergy information will be included in substitute teacher plans. Upon substitute teacher check-in, the office staff will verify that the substitute teacher is aware of the history of food allergies, avoidance strategies, the Emergency Action Plan, and the location of both the student's and the school's emergency medications.
8. Xavier Catholic Schools will have an Emergency Allergy-Anaphylactic Response Procedure in place. The protocol will be reviewed and updated annually.
9. Taunting or bullying of students with food allergies will not be tolerated.

10. Teachers and administrators will attend training in the recognition of the early signs of allergy-anaphylaxis and their management. Specific training regarding the use of epinephrine auto-injectors will be included. Training will be reviewed annually.
11. Xavier Catholic Schools will maintain on-site epinephrine auto-injectors for use in the event of an allergy-anaphylaxis emergency. Stock epinephrine will be kept in two separate well-marked locations (at each school), in a tamper-resistant box. An additional set of epinephrine injectors will be available in the office for travel.
12. Xavier Catholic Schools recognize that allergen avoidance is critical to the health of students diagnosed with food allergy-anaphylaxis.

Xavier Catholic Schools are committed to:

- Increasing awareness of food allergy-anaphylaxis and decreasing the potential of a severe, life-threatening reaction.
- A campus-wide no sharing of food rule.
- Good hygiene, including the washing of hands with soap and water before and after eating.
- Allergen-free/friendly lunch tables, when requested by parents.
- At least 1-day notice to parents of food allergic children, when there is a plan to serve food in the classroom. Whenever possible, food served in the classroom should be safe for consumption by all students for inclusion of all in celebrations.
- The promotion of non-food based incentives and rewards.

13. The Severe Allergies Plan will be reviewed and updated annually.

Physician Approval: Trinity P. Boarty

Date: 08/27/2018

**Additional resources: WI Stock Epinephrine Act 35:**

<https://docs.legis.wisconsin.gov/2013/related/acts/239>

**CDC Voluntary Guidelines for Schools:**

[https://www.cdc.gov/healthyyouth/foodallergies/pdf/13\\_243135\\_a\\_food\\_allergy\\_web\\_508.pdf](https://www.cdc.gov/healthyyouth/foodallergies/pdf/13_243135_a_food_allergy_web_508.pdf)