

# Parent/Guardian and Student Anaphylaxis Checklist

Missoula County Public Schools

- Review Missoula County Public Schools Administrative Procedures: Anaphylaxis Prevention and Management Plan.

## Plans

- Give the school a completed **ANAPHYLAXIS ACTION PLAN** every year. Do this one week prior to each new school year to allow preparation time for the school. Previous plans are valid for 12 months.
- Provide a small photo with the plan.
- Ask the school to “evaluate for Section 504 Eligibility” if your child does not already have a Section 504 accommodation or Individual Education Plan (IEP).
  - Sign for your initial permission on the “*Parent Permission for Evaluation*” to allow the school to proceed and to meet with you.
  - Consider signing the **AUTHORIZATION FOR THE RELEASE OF INFORMATION**. This allows the school to communicate with your child’s healthcare provider to better understand your child’s needs.
  - Consider meeting in the spring if your child is new to the district in the fall. Share your concerns with the school team and what your child’s abilities are. Consider what your child may need for safety.
  - Return forms to the school even if you sign to “decline” and do not want to pursue an accommodation plan.
- Provide the school with a completed **FOOD SUBSTITUTION MEDICAL STATEMENT** if your child has any food allergies and will eat any food provided by school food services.
- Provide an updated form for any changes in what foods your child is allergic to.
- Attend a 504 accommodation plan review meeting every year to make sure it still “fits” your child’s needs as they grow older.

## Emergency Preparedness

- Provide the school with two unexpired epinephrine auto injectors (Epipen, Adrena-click, etc).
  - Know that if a school maintains a “stock” supply of epinephrine that it is NOT available for off campus activities. Your child needs to have their own supply of epinephrine for off campus and after school activities.
- Provide backup epinephrine to keep in the school office even if your child carries their own epinephrine.

## Maintenance and Prevention

- Introduce yourself to your child’s teachers, school secretary, bus drivers and anyone else who receives information from the school and that may have contact with your child.
- Reinforce only what is written in accommodation plans and the **ANAPHYLAXIS ACTION PLAN**; providing different information increases confusion for staff and risk to your child.
- Notify and remind school if your child participates in school sponsored after school activities such as Flagship or school sports.
- Tell the school right away if your phone numbers or address changes.

- Teach your child how to be safe and how to live well with a serious allergy. See student skills below.
  - If food allergic, what foods are safe and unsafe and how to read a label (when old enough).
  - Ways to avoid unsafe foods (or other allergens).
  - Symptoms of an allergic reaction/ how to know they are having a reaction.
  - How and when to tell an adult they may be having an allergy related problem.
  - Practice how to follow their Anaphylaxis Action Plan and medication administration when age appropriate.
- Encourage your child to wear medical alert jewelry starting at a young age.
- If a reaction does happen at school, talk with school staff, your child and doctor (healthcare provider) about how the anaphylaxis plan was carried out and help problem solve prevention methods.
- Tell the school right away if your child tells you that they have been teased or bullied about their allergy.

### Student Anaphylaxis Skill Checklist

Note: Skills of self-care and self-advocacy are reached over time. Expectations need to fit the developmental ability of the student.

- Do the things needed to avoid your allergen.
 

For food allergies this may include:

  - Not trading food with others or accepting food.
  - Not eating food with unknown ingredients.
  - Not eating food when you know or think an allergen is in food.
  - Washing hands before you eat.
  - Avoiding touching your eyes, nose and mouth with unwashed hands.
- Tell an adult right away if you know or think you ate food you are allergic to (or had other contact with allergen such as a bee sting).
- Tell an adult right away if you are having any symptoms of an allergic reaction.
- Tell an adult if you do not feel safe (because of a place or what is happening).
- If you carry your own medication and know how to give it:
  - Always have the medications with you.
  - Tell an adult right away if you used any medicine.
  - Keep medicine in a safe place (not in a car because extreme heat or cold will make the medicine not work).
  - Do not share your medicine.
- Help other people learn about your allergy and how to best help you.
- Wear medical alert identification.