

## FOOD ALLERGIES AND ANAPHYLAXIS

### SAMPLE CHECKLIST FOR TRAINING SCHOOL PERSONNEL

#### School personnel training levels to be facilitated by the school nurse:

Level 1: Food Allergies and Anaphylaxis Overview. This training would be required of all early childhood educators and school personnel. The training provides the basics about food allergies and anaphylaxis and how to assist others in responding to food allergy-related emergencies.

Level 2: Food Allergies and Anaphylaxis Basics and Emergency Response. This in-depth training would build on Level 1. This training would be required for school personnel that have contact with students with food allergies and risk for anaphylaxis (e.g., classroom teachers, physical education teachers, coaches, bus drivers, food service personnel, early childhood educators).

#### Sample Checklist for Level I Training: Food Allergies and Anaphylaxis Overview

- Identify venue and facilitator to provide Level 1 Training to all school personnel (e.g., staff meeting, online instruction) at least annually
- Level 1 Training content outline to include:
  - Food allergy defined
  - Anaphylaxis defined
  - Seriousness of life-threatening anaphylaxis to food and non-food items
  - List of major food allergens
  - Compare and contrast food allergy versus food intolerance
  - Signs and symptoms of food allergy and anaphylaxis
  - Medications for food allergy and anaphylaxis
  - Strategies to prevent exposure to allergens (food and non-food)
    - Importance of label reading for all classroom/school food
    - Consult with parent/caregiver of allergic students to provide allergen-free snacks from home
  - Identify how and who to contact for additional information (e.g., school nurse, nursing supervisor)
  - Delineate the role and communication process for school personnel during the medical emergency of anaphylaxis (e.g., calling 911, staying with the student until help arrives)
  - FERPA privacy and confidentiality and legal rights of students with food allergies
  - Review policies on bullying of and discrimination against students with food allergies

### Sample Checklist for Level II Training: Food Allergies and Anaphylaxis Basics and Emergency Response.

- Identify venue and facilitator to provide Level 2 Training to school personnel that have contact with students with food allergies or risk for anaphylaxis (e.g., classroom teachers, physical education teachers, coaches, bus drivers, food service personnel, school administration).
- Level 2 Training content to include:
  - Review of Level I content
  - Preventing exposure to allergens in:
    - Classrooms
    - Lunchroom/cafeteria
    - Outdoor recess areas
    - School sponsored activities
  - School wide response to allergen exposure or symptoms of anaphylaxis
    - How to use the student-specific emergency care plan
    - Activation of emergency medical services (e.g., 911)
    - Communication with student's family
  - Symptoms of anaphylaxis
  - Administration of epinephrine auto-injector
  - Train, practice and evaluate staff in activating emergency care plan in case of a food allergy emergency
- Return demonstration of understanding Level 2 content
- Return demonstration of Level 2 skills
- Document training and evaluation of training
- Periodically provide training updates as needed