

## Food Allergy Management Plan Outline

**Instructions:** Think through the components of a food allergy management plan to use in your schools. The main food allergy management plan component is listed at the top. For each component, breakdown the tasks needed to fulfill it; some prompts are included. Then write what the stakeholders would need for that task and what roles the stakeholders would play. In the Notes section, write down any extra notes, such as the timeline needed to complete these tasks and what resources may be needed. Use the handouts in your Participant's Workbook to complete this outline.

Some questions are included to help you begin to think through the food allergy management process:

- What role would you play in a severe allergic reaction situation?
- What role would your staff play?
- What steps have you already taken to protect children with food allergies?
- Who is needed to create and review this plan?
- How might you apply what we just covered when you get back to work?
- What barriers might you face when you try to apply what we just covered?
- How can you overcome these barriers?
- When you perform these skills on the job, what types of responses do you anticipate receiving?
- What will you do with the result of this discussion?

Daily Management of Food Allergies			
Task	Stakeholders Involved	Roles	Notes
<p>504 and IEP meetings</p> <p>Student privacy</p> <ul style="list-style-type: none"> <li>Storing student information</li> </ul> <p>Accommodating children with disabilities</p> <p>Managing food labels</p> <ul style="list-style-type: none"> <li>Reading food labels for eight major allergens</li> <li>Keep ingredient statements for 24 hours</li> <li>SOPs</li> </ul> <p>Prepare and serve food safely</p> <ul style="list-style-type: none"> <li>Eliminate risks of cross contact</li> <li>Remove allergen residue from hard surfaces</li> <li>SOPs</li> </ul>			

Food Allergy Emergency Preparedness			
Task	Stakeholders Involved	Roles	Notes
Emergency care plan <ul style="list-style-type: none"> <li>• For child with a known food allergy</li> <li>• For unknown allergen</li> <li>• Emergency procedures</li> </ul>			
Epinephrine auto-injector storage			
Training to administer medicine			

Staff Training on Food Allergies			
Task	Stakeholders Involved	Roles	Notes
<p>General food allergies</p> <p>Reading Labels</p> <p>SOPs</p> <ul style="list-style-type: none"> <li>• Cleaning to remove allergens</li> <li>• Preparing and serving food safely</li> <li>• Avoiding cross contact</li> </ul> <p>Customer Service/Student Privacy</p>			



Food Allergy Education for Children and Families			
Task	Stakeholders Involved	Roles	Notes
Educate children			
Educate family members			

Healthy and Safe Educational Environment			
Task	Stakeholders Involved	Roles	Notes
Anti-bullying policy			
Not singling out child			
Managing food outside of the cafeteria			