

Saint Paul School

in Hingham

August, 2011



Hello Everyone!

We hope that you are enjoying the summer! It's hard to believe that soon we will begin a new school year! We just wanted to touch base with all of you to ensure that the start of the year goes smoothly. We have developed quite a successful Food Allergy Program at St. Paul's School, which includes avoidance strategies, emergency planning and food allergy awareness programs for both faculty and students. As always, if you have any concerns or suggestions, please bring them to us. Part of the reason we have been so successful is that we have worked *together* to build a program for our school.

We have included all the forms you will need; your physician may have computerized forms that will take the place of some of the school forms.

Please see us if there are any changes in your child's condition that we should know about. We would like to have all the Emergency Health Forms returned to the school office before Friday, September 2nd. Other forms can be delivered to the nurse's office on the first day of school along with medications.

Here is what we need from you:

Please include several recent pictures of your child! These will be attached to all forms and will be included in each teachers substitute teacher folder.

1) Emergency Health Care Plan

- a. Required for all students with food/bee sting anaphylaxis, this standardized form includes all aspects of assessment and emergency treatment, it allows space for you to include individualized information about your child and emergency contact information.

2) Parent Permission Form

- a. We have our own form, but some doctor's offices now have the medication order forms on-line with a place for parents to sign. This computerized form would take the place of our parent permission and physician order form.

3) Medication Order Form

- a. Required for EACH medication and MUST be renewed each school year.

4) Food Allergy Action Plan (yellow form) for the school bus

- a. The transportation department has asked that we use the same form for ALL students.
- b. It is the Emergency Health care form developed by the Food Allergy Network (available www.foodallergy.org). You will notice that this form is very basic, but makes the most sense for the bus.
- c. Although the bus drivers are trained to use EpiPens they have limited medical training and in an emergency they feel it would be best to have a familiar form with only essential information.
- d. Please send us a copy and give the yellow copy to the bus driver on the first day of school
- e. We will touch base with them at pick up to make sure they have all the information they need.
- f. Please be aware- Bus drivers are trained in the use of EpiPens ONLY- they will NOT administer Benadryl.

*PLEASE INCLUDE A PICTURE OF YOUR CHILD

5) Medication

A. When refilling prescriptions please ask the pharmacist to give you extra EpiPens.

B. Benadryl MUST be either Chewable or Quick Dissolve Strips.

Each student will need the following:

- 1) 1 EpiPen to be carried in a safe, hard container in their backpack if they take the School Bus
- 2) 1 Set of Medications for the office- EpiPen and Benadryl chewable or strip
- 3) 1 set of Medication for the classroom-
 - a. The older students carry their medication in a pencil case, which goes to all their classes with them
 - b. The younger students keep their medications in the "blue bag" which also contains the walkie-talkies and other "just in case" supplies for teachers, these bags go with the students to lunch, recess and specialist.

We would prefer that parents of younger students deliver the medication to us directly. Students in grade 5-8 may bring in their medication and give it to us.

At that time, we will have the conversation with them about where medication is kept, emergency plans, what to do if they are having a problem and we are not in the office and any concerns they may have.

6) Documentation:

- a. Emergency Health Care Plan need to be returned BEFORE Friday, September 2nd!
- b. Food Allergy Action Plan (yellow form) – please give to the bus driver on September 6th, include a recent picture and send a copy to school
- c. Medication Order to be filled out by physician
- d. Parent permission form filled out and signed

Please be assured that we will do whatever is necessary to ensure a safe and healthy school environment for our students. If you have any questions you can email us at nurses@stpaulschoolhingham.com or call 781-749-2407.

Enjoy the rest of your summer!

The St. Paul School Nurses,
Barbara D'Antuono, R.N.
Susan Bonn, R.N.