



KEYPORT SCHOOL DISTRICT

Dear Parent(s)/Guardian(s),

I am writing to clarify particular aspects of the district's Food Allergy Guidelines as they apply to birthdays and other school celebrations for the **elementary schools**. These guidelines represent a sincere effort to develop a balanced approach to dealing with food allergies in our schools. We intend to keep each student safe, physically and emotionally, while encouraging celebrations and opportunities for fun. The guidelines are effective for the 2017-2018 school year.

Important aspects of the guidelines:

- No food including ice pops will be permitted for birthday celebrations. Rather, a game, book, or a special event can occur. Please arrange the date/time and activity with your child's teacher.
- For Halloween and Valentine's Day celebrations only prepackaged goods may be served. They must be peanut/nut free.
- Cards or notes containing edibles such as lollipops, candy, or gum to take home is not permitted. The distribution of "goody bags" is not allowed.

Parent Role and Responsibilities of Food Allergic Students:

- Parents are strongly encouraged to provide a safe snack or treat to be kept at school.
- **If you choose to have your child eat the treat provided at Valentine's Day or Halloween celebrations, you are required to provide written permission to your child's teacher. Without written permission your child will not be allowed to eat the treat served.**
- Assist your child in self-management of food allergies by identifying:
 - o Safe and unsafe foods
 - o Strategies for avoiding exposure to unsafe foods
 - o Actions for how and when to inform an adult that they may be having an allergy-related problem
- Communicate with the teacher and room parent to determine if your child may eat the special treat provided.
- Review the cafeteria menu on a monthly basis and refer all ingredient related questions to the food services staff and the school nurse for clarification.
- Provide the school nurse with medications necessary for allergy management should an allergic reaction occur. An Allergy Action Plan completed by your child's doctor is required.

Teacher Role and Responsibilities:

- Inform all parents of the dates of any food based celebrations prior to the event.
- Ensure that **parental permission** is obtained if the food allergic student is consuming the holiday treat.

We are committed to keeping all students safe and I thank you in advance for working toward that goal. Please feel free to contact the building principal for any clarification or questions.

Sincerely,

Lisa Savoia, Ph.D.
Superintendent