



A best practice is the “utopia” of an idea. When setting up a school to be allergen aware, these are some “best practices”:

- identify students with allergen, upon registration/new diagnosis
- send home appropriate forms
- create a questionnaire asking pertinent questions regarding allergy
- have meeting with all parents of anaphylactic children
- in-service all staff about protocol, use of Epi-Pen® and your school emergency procedures
- exchange information about school procedures, and what parental expectations are
- put up allergy alert signs at all entrances as well as doors of classrooms of the anaphylactic children
- send home letters to the whole school population, notifying parents that specific allergens are discouraged from entering the school
- follow up with a letter or a telephone call to the parents of a child that has brought an allergen into the school. (This should be performed by teacher or principal.)
- if a child brings an allergen in their lunch or snack, you should have that child eat in an area that is not normally used by the general student population. (An office or a conference room has been the general practice for most schools.)
- medication should be stored in a location that is easily accessible and **NEVER LOCKED.**