



SECTION: PUPILS
 TITLE: FOOD ALLERGY
 MANAGEMENT
 ADOPTED:
 REVISED:

209.1. FOOD ALLERGY MANAGEMENT	
1. Purpose	<p>The Board is committed to providing a safe and healthy environment for students with severe or life-threatening food allergies and shall establish policy to address food allergy management in district schools in order to:</p> <ol style="list-style-type: none"> 1. Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions. 2. Ensure a rapid and effective response in the case of a severe or potentially life-threatening allergic reaction. 3. Protect the rights of students by providing them, through necessary accommodations when required, the opportunity to participate fully in all school programs and activities, including classroom parties and field trips. <p>The focus of food allergy management shall be on prevention, education, awareness, communication and emergency response.</p>
2. Authority SC 1422.3	<p>The Board adopts this policy in accordance with applicable state and federal laws and regulations, and the guidelines established jointly by the PA Department of Education and PA Department of Health on managing severe or life-threatening food allergies in the schools.</p>
3. Definitions	<p>Food allergy - an abnormal, adverse reaction to a food that is triggered by the body's immune system.</p>

	<p>Medical Plans of Care - written documents individualized for a particular student with a severe or life-threatening food allergy to address the student's needs throughout the school day, including:</p> <ol style="list-style-type: none"> 1. Emergency Care Plan (ECP) - a medical plan of care based on the information provided in the student's Individualized Healthcare Plan (IHP) and distributed to all school personnel who have responsibilities for the student which specifically describes how to recognize a food allergy emergency and what to do when signs or symptoms of these conditions are observed. 2. Individualized Healthcare Plan (IHP) - a medical plan of care that provides written directions for school health personnel to follow in meeting the individual student's healthcare needs. The plan describes functional problem areas, sets goals for overcoming problems, and lists tasks/interventions to meet the goals. The IHP shall include a Food Allergy Medical Management Plan developed by a student's personal healthcare team and family, which shall outline the student's prescribed healthcare regimen and be signed by the student's board-certified allergist, family physician, physician assistant or certified registered nurse practitioner.
<p>Pol. 113</p>	<ol style="list-style-type: none"> 3. Related Services Component in Individualized Education Program (IEP) - that part of an IEP for a student receiving special education and related services which includes reference to development and implementation of an IHP and ECP for students with a documented severe or life-threatening food allergy as well as identifying the medical accommodations, educational aids and services to address the student's needs.
<p>Pol. 103.1</p>	<ol style="list-style-type: none"> 4. Section 504 Service Agreement - a medical plan of care which references development and implementation of an IHP and ECP as well as other accommodations, educational aids and services a student with a documented severe or life-threatening food allergy requires in order to have equal access to educational programs, nonacademic services and extracurricular activities as students without food allergies.
<p>4. Guidelines</p>	<p>Prior to enrollment in the district or immediately after diagnosis of a food allergy, appropriate medical plans of care such as an ECP, IHP, Section 504 Service Agreement and/or IEP shall be developed for each student identified with a food allergy. Plans shall be developed by the school nurse, in collaboration with the student's healthcare provider, the student's parents/guardians, district or school nutrition staff, the student, if appropriate, and any other appropriate persons.</p>

<p>Pol. 210, 210.1</p>	<p>Where a medical plan of care is developed, it should carefully describe the plan for coverage and care of a student during the school day as well as during school-sponsored activities which take place while the student is under school jurisdiction during or outside of school hours. Medical plans of care shall include a component which provides information to the school nutrition service regarding each student with documented severe or life-threatening food allergies.</p>
	<p>Medical plans of care should include both preventative measures to help avoid accidental exposure to allergens and emergency measures in case of exposure, including administration of emergency medication.</p>
	<p>A complete set of a student's current medical plans of care related to food allergies shall be maintained by the school nurse. Information or copies of the different components of a student's medical plans of care shall be provided to appropriate personnel who may be involved in implementation of the medical plans of care.</p>
<p>Pol. 103.1, 113</p>	<p><u>Accommodating Students With Disabling Special Dietary Needs</u></p>
	<p>Students with food allergies may be identified, evaluated and determined to be disabled, in which case the district shall make appropriate accommodations, substitutions or modifications in accordance with the student's medical plans of care.</p>
	<p>The district must provide reasonable accommodations, substitutions or modifications for students with disabling dietary needs. The student's physician shall determine and document if the student has a disabling dietary need. Examples of a disability under this policy would include metabolic conditions (e.g., diabetes), severe food allergies or cerebral palsy.</p>
<p>7 CFR Sec. 15b.40</p>	<p>Students who fall under this provision must have a written medical statement signed by a licensed physician, which shall be included with the student's IHP. The medical statement must identify:</p>
	<ol style="list-style-type: none"> 1. The student's special dietary disability. 2. An explanation of why the disability restricts the student's diet. 3. The major life activity(ies) affected by the disability. 4. The food(s) to be omitted from the student's diet. 5. The food or choice of foods that must be provided as the substitute.

	<p><u>Accommodating Students With Nondisabling Special Dietary Needs</u></p> <p>The district may, at its discretion, make appropriate accommodations, substitutions or modifications for students who have a special dietary need but who do not meet the definition of disability, such as a food intolerance or allergy that does not cause a reaction that meets the definition of a disability. The decision to accommodate such a student shall be made on a case-by-case basis.</p> <p>Students who fall under this provision must have a written medical statement signed by a physician, physician assistant or certified registered nurse practitioner identifying the following:</p> <ol style="list-style-type: none"> 1. The medical or other special dietary condition which restricts the student's diet. 2. The food(s) to be omitted from the student's diet. 3. The food or choice of foods to be substituted.
<p>Pol. 113.4, 209, 216</p>	<p><u>Confidentiality</u></p> <p>The district shall maintain the confidentiality of students with food allergies, to the extent appropriate and as requested by the student's parents/guardians. District staff shall maintain the confidentiality of student records as required by law, regulations and Board policy.</p>
<p>5. Delegation of Responsibility Pol. 121, 246, 808, 810</p>	<p>The Superintendent or designee, in coordination with the school nurse, school nutrition services staff, and other pertinent staff, shall develop administrative regulations to implement this policy or adopt as administrative regulations the suggested guidelines developed by the Pennsylvania Departments of Education and Health and National School Boards Association (NSBA) guidance on managing severe or life-threatening food allergies in district schools, including all classrooms and instructional areas, school cafeterias, outdoor activity areas, on school buses, during field trips, and during school activities held before the school day and after the school day.</p> <p>Administrative regulations should address the following components:</p>
<p>Pol. 146</p>	<ol style="list-style-type: none"> 1. Identification of students with food allergies and provision of school health services. 2. Development and implementation of individual written management plans.
<p>Pol. 210, 210.1</p>	<ol style="list-style-type: none"> 3. Medication protocols, including methods of storage, access and administration.

Pol. 246	4. Development of a comprehensive and coordinated approach to creating a healthy school environment.
Pol. 113.4, 209, 216	5. Communication and confidentiality.
Pol. 805	<p>6. Emergency response.</p> <p>7. Professional development and training for school personnel.</p> <p>8. Awareness education for students.</p> <p>9. Awareness education and resources for parents/guardians.</p> <p>10. Monitoring and evaluation.</p>
	<p>The Superintendent or designee shall annually notify students, parents/guardians, staff and the public about the district's food allergy management policy by publishing such in handbooks and newsletters, on the district's website, and through posted notices and other efficient methods.</p>
	References:
	School Code – 24 P.S. Sec. 1422.1, 1422.3
	State Board of Education Regulations – 22 PA Code Sec. 12.41
	Family Educational Rights and Privacy Act – 20 U.S.C. Sec. 1232g
	Individuals With Disabilities Education Act – 20 U.S.C. Sec. 1400 et seq.
	Section 504 of the Rehabilitation Act of 1973 – 29 U.S.C. Sec. 794
	Americans With Disabilities Act – 42 U.S.C. Sec. 12101 et seq.
	<p>Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance, Title 7, Code of Federal Regulations – 7 CFR Part 15</p>
	<p>Nondiscrimination on the Basis of Disability, Title 28, Code of Federal Regulations – 28 CFR Part 35</p>

Family Educational Rights and Privacy, Title 34, Code of Federal Regulations – 34 CFR Part 99

Nondiscrimination on the Basis of Handicap, Title 34, Code of Federal Regulations – 34 CFR Part 104

Individuals With Disabilities Education, Title 34, Code of Federal Regulations – 34 CFR Part 300

Board Policy – 103, 103.1, 113, 113.4, 121, 146, 209, 210, 210.1, 216, 246, 805, 808, 810

Safe at Schools and Ready to Learn: A Comprehensive Policy Guide for Protecting Students with Life-Threatening Food Allergies – National School Boards Association

Pennsylvania Guidelines for Management of Food Allergies in Schools: Recommendations and Resource Guide for School Personnel – Pennsylvania Departments of Education and Health

PSBA New 7/12

WYOMISSING AREA SCHOOL DISTRICT

SECTION: PUPILS
TITLE: BULLYING/
CYBERBULLYING
ADOPTED: October 27, 2008
REVISED:

249. BULLYING/CYBER BULLYING	
<u>1. Purpose</u>	<p><u>Prohibition Against Bullying/Cyber Bullying</u></p> <p>The Board strives to provide a safe, positive learning climate for students in the schools. Therefore, it shall be the policy of the <u>District</u> to maintain an educational environment in which bullying/cyber bullying in any form is not tolerated. <u>Therefore, the Board prohibits bullying by District students.</u></p> <p><u>Furthermore, All</u> forms of bullying/cyber bullying by <u>School District</u> students are hereby prohibited. Anyone who engages in bullying/cyber bullying in violation of this Policy shall be subject to appropriate discipline. Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.</p>
<u>2. Definitions</u> <u>SC 1303.1-A</u>	<p>The term “bullying/cyber bullying” shall mean <u>unlawful</u> harassment, attacks, or intentional electronic, written, verbal, physical acts, or series of acts, perpetrated by a student or group of students, on another student or students, which meets all of the following criteria:</p> <ol style="list-style-type: none">a. occurs during the school day, on school property, in a school vehicle, at a designated bus stop, or at any activity sponsored, supervised or sanctioned by the <u>School District</u>;b. occurring outside of the school day or off school property through the use of electronic media including but not limited to: texting, cell phones, emails, tweeting, Facebook, or use of other social media that interferes directly with a student’s ability to feel safe and able to participate effectively in the educational environment (upon notice to school personnel);c. is severe, persistent or pervasive; andd. includes any written, verbal, or physical act including but not limited to:<ul style="list-style-type: none">• Creating, displaying, delivering or transmitting written intimidating, threatening, or demeaning letters, notes, messages, signs, posters, emails, texts, tweets or by any other means;

- Verbally intimidating/threatening comments, slurs, innuendos, or taunting; visual gestures; physical striking, slapping, kicking, pinching, or other physical actions;
- Making reprisals, threats of reprisal, or implied threats of reprisal, social isolation or manipulation of a student;
- Engaging in implicit or explicit coercive behavior to control, influence, or affect the health and well-being of a student;
- Any other behavior or acts which has the effect of substantially interfering with a student's education, creates an intimidating or threatening educational environment, or substantially disrupts the orderly operation of the school.

e. School and school setting shall mean in the school buildings, on school grounds, in school vehicles, at a designated bus stop or any activity sponsored, supervised or sanctioned by the School District.

3. Authority
SC 1303.1-A

Procedure for Handling Complaints

Complaints of bullying/cyber bullying shall be investigated promptly, and corrective action shall be taken when a complaint is verified.

The Board encourages students who have been bullied to promptly report such incidents to the building principal or designee.

The Board directs that complaints of bullying shall be investigated promptly, and corrective action shall be taken when allegations are verified. The School District's confidentiality of all parties shall be maintained, consistent with the District's legal and investigative obligations. Reprisals or retaliations as a result of good faith reports of bullying are prohibited and shall not be tolerated.

~~The School District shall annually review with students the provisions of this policy and inform students that bullying/cyber bullying of students will not be tolerated.~~

~~The Superintendent shall develop and promulgate administrative regulations pertaining to which, among other things:~~ the following are attached as Attachments hereto:

- ~~-a. delineate~~ disciplinary consequences for bullying/cyber bullying;

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<p><u>4. Guidelines</u> <u>SC 1303.1-A</u> <u>Title 22</u> <u>Sec. 12.3</u> <u>Pol. 218</u></p> <p><u>SC 1302-A,</u> <u>1303.1-A</u> <u>Pol. 239</u></p>	<p><u>b. 2. identify a staff person identification of staff persons to receive and investigate reports of alleged bullying/cyber bullying. All such reports shall also be promptly brought to the attention of the Title IX and Section 504 Coordinator(s);</u></p> <p><u>c. 3. set forth the posting requirements for this Policy and the Regulations;</u></p> <p><u>d. 4. require the requirement for periodic briefings of staff and students; and</u></p> <p><u>e. 5. the necessity of otherwise complying with the law;</u></p> <p><u>Notification</u></p> <p><u>The Student Code of Conduct shall contain this Policy. The School District shall annually review with students the provisions of this Policy and inform students that bullying/cyber bullying of students will not be tolerated.</u></p> <p>▲</p> <p><u>Education</u></p> <p>The <u>D</u>istrict may develop and implement bullying prevention and intervention programs. Such programs shall provide <u>D</u>istrict staff and students with appropriate training for effectively responding to, intervening in, and reporting incidents of bullying.</p>
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ATTACHMENT A—ADMINISTRATIVE REGULATIONS

BULLYING/CYBER BULLYING

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Reporting Procedures

1. Each building administrator will identify a staff person responsible for receiving reports of and documenting alleged bullying and publicize that information as set forth below.
2. The identified staff person responsible for receiving reports of bullying will document and investigate each alleged incident and report to the building administrator.
3. Annually, the building administrator will compile a report for the District administration to be incorporated into the District safety report to the Pennsylvania Department of Education.
4. A student or third party who believes she/he has been subject to conduct that constitutes a violation of this Policy is encouraged to immediately report the incident to the building principal.
5. A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this Policy shall immediately report the incident to the building principal.
6. If the building principal is the subject of a complaint, the student, third party or employee shall report the incident directly to the Superintendent.

Investigation

Upon receiving a complaint of any bullying or other unlawful harassment, the building principal shall immediately notify the Superintendent. The Superintendent shall authorize the building principal to investigate the complaint, unless the building principal is the subject of the complaint or is unavailable to conduct the investigation.

The investigation may consist of individual interview with the complainant, the accused and others with knowledge relative to the incident. The investigator may also evaluate any other information and materials relevant to the investigation.

The obligation to conduct this investigation shall not be negated by the fact that a criminal investigation of the incident is pending or has been concluded.

Disciplinary Consequences

Disciplinary consequences will be based on the seriousness and repetitiveness of the behavior and may include the following:

1. Counseling services and/or educational activities
2. Parental conference
3. Loss of school privileges
4. Transfer to an out-of-district placement for school
5. Transfer to another classroom
6. Exclusion from school-sponsored activities
7. Detention
8. Suspension
9. Expulsion
10. Recommendation for counseling/therapy outside of the school
11. Referral to law enforcement officials
12. Restorative conferences
- ~~13. Exclusion from school sponsored activities~~

Publicity

1. These Bullying Procedures and the definition of bullying set forth in this Regulation will be posted on a publicly accessible page of the School District's website.
2. Within 90 days of the effective date of this regulation, each school will introduce this Policy to its students and explain the procedures for reporting bullying incidents.
3. At least once each school year, each school ~~will~~ shall review with its students these Bullying Procedures.
4. Building administrators or designees will ensure that these Bullying Procedures and the definition of bullying set forth in this Regulation is posted in each classroom and in a prominent location within the school building. An age-appropriate summary shall be included as part of this posting.

Review of Bullying Procedures

The Superintendent or designee, in cooperation with other appropriate administrators, shall review these Bullying Procedures every three (3) years and recommend necessary revisions to the Board.

ATTACHMENT B—JUNIOR/ SENIOR HIGH SCHOOL CLASSROOM POSTING**BULLYING/CYBER BULLYING****Definition of Bullying/Cyber Bullying**

The term "bully/cyber bullying" shall mean systematic harassment, attacks, or an intentional electronic, written, verbal, physical act, or series of acts, perpetrated by a student, or group of students, on another student or students.

Bullying/Cyber Bullying occurs when a student or a group of students intentionally and repeatedly uses hurtful or intimidating words, texts, emails social media, physical actions or other behaviors against another student.

A student is bullying/cyber bullying you if he or she does any of the following things **intentionally** and **repeatedly**:

Says unkind, harsh, demeaning, or abusive things to you or calls you names

Threatens or intimidates you in writing, email, texts, notes or messages, to you either in person, or by any electronic means

Teases, taunts, or harasses you

Makes negative comments, slurs, or innuendos towards you

Tells other people offensive or insulting things about you

Ostracizes you, isolates you or tells other students not to talk to you, involve you, or be around you

Writes threatening, demeaning, or intimidating letters or email messages to you

Makes cruel faces or physical gestures at you

Physically hits, kicks, slaps, punches, pinches or purposely assaults you in any way

Forces, coerces, influences or manipulates you do something that you do not want to do

Frequently tells you lies or other information that make you feel upset or that affect you in a negative manner

Makes you feel like uncomfortable to attend school or disrupts your concentration at school

What Should You Do if You are Being Bullied/Cyber Bullied?

If you think that someone is bullying/cyber bullying you during the school day, on school property, on a school bus, at a school-sponsored activity, or through electronic means, you should tell your teacher or an adult at school immediately.

What Happens if You Report a Bully/Cyber Bully?

The school will investigate the situation.

The school may decide to have a conference with the bully/cyber bully's parents.

The school may take privileges away from the bully/cyber bully, including participation in extracurricular activities.

The bully/cyber bully may be suspended from school or suffer the disciplinary consequences set forth in this Policy.

The police and law enforcement may need to be contacted, especially if the bully/cyber bully threatened someone or tried to hurt someone.

ATTACHMENT C—WREC CLASSROOM POSTING

BULLYING/CYBER BULLYING

What Is Bullying/Cyber Bullying?

Sometimes a student can be a bully/cyber bully because of his or her words, emails or; text messages; and sometimes a student can be a bully/cyber bully because of his or her actions. A student might be a bully if he or she...

- Says hurtful, demeaning things to you or calls you names
- Says scary things to you because they want to make you feel frightened
- Tells you they are going to hurt you or threatens you
- Teases or taunts you, especially if you asked the student to stop
- Tells other people bad things about you
- Tells other students not to play with you, talk to you, be around you; or include you
- Writes you mean, threatening, demeaning letters, emails; and/or text messages
- Makes cruel faces at you on purpose
- Hits, kicks, slaps, punches, or pinches you on purpose
- Tries to hurt your body in any way
- Forces you or somehow gets you to do something that you do not want to do
- Tells you lies that make you feel upset
- Makes you feel like you do not want to come to school or like you cannot concentrate in sSchool

What Should You Do If You Think You Are Being Bullied?

If you think that someone is bullying/cyber bullying you, you should tell your teacher or an adult at school immediately.

What Will The School Do?

Sometimes the school will decide to have a meeting with the bully/cyber bully's parents.

Sometimes the school will take privileges away from the bully/cyber bully including school activities.

Sometimes the bully/cyber bully will be suspended from school.

Sometimes the police will need to talk to the bully/cyber bully, especially if the bully/cyber bully threatened someone or tried to hurt someone.

| ~~ATTACHMENT D~~—WYOMISSING HILLS CLASSROOM POSTING

BULLYING/CYBER BULLYING

Is a boy or a girl being a bully/cyber bully?

Sometimes a boy or girl can be a bully/cyber bully because of the things they say, write down or send in messages. Sometimes a boy or girl can be a bully/cyber bully because of the things they do that hurt others. Cyber bullies use their phones or computers to send text messages, or emails to say mean and hurtful things. Boys or girls might be bullies/cyber bullies if they:

Say things that hurt your feelings

Call you names

Say scary things to you

Try to make you feel scared

Tell you they are going to hurt you

Tease you a lot

Tell other kids bad things about you

Tell other kids not to play with you or talk to you

Write you a mean letter, note or send you an email or message

Make mean faces at you

| Hit, kick, slap, punch, or pinch you

Try to hurt your body

Make you do something that you do not want to do

Tell you lies

What should you do if a boy or girl is being a bully/cyber bully?

If someone is being a bully at school or on the bus or sends you mean messages on your computer, you should tell your teacher right away.

What will the school do?

Sometimes the school will have a meeting with the bully/cyber bully's parents.

Sometimes the school will take fun things away from the bully/cyber bully or take other discipline as set forth in this Policy.

Sometimes the bully/cyber bully will have to stay home for a few days.

Sometimes a police ~~person~~ officer will need to talk to the bully/cyber bully.