

Health Basics



Gardner Public Schools

Updated: August 2023

Training Agenda

The following topics will be covered during this training:

- Brief Description Of Health And Wellness Policy
- Brief Description Of Life Threatening Food Allergies Policy
- Allergic Reactions And Epipens
- Blood Borne Pathogens/Universal Precautions
- Head Injury
- Substance Use Prevention And Education (Opioid Law)
- Confidentiality
- Medication Delegation
- Accident/Injury Reporting And Treatment
- Emergency Medical Response Plans
- Health Policies

GPS Health & Wellness Policy

- Restricts activities in the classroom which involve food.
- Any food served must be essential to the learning of the concept.
- In order to assure foods are safe, any foods or beverages brought into the school to be shared with students will have prior approval from the school nurse.
- Parents must be notified prior to any food being served to ensure all students can participate.
- Promotes the concept that food should not be the focus of a classroom celebration.

Steps for Having Food in School

- *Food in School Approval Form found at the end of the food allergy policy,(slide 14), must be used prior to serving food to students*
- Permission must be requested from the Principal first and then the school nurse utilizing the food in school approval form
- The label of ingredients of food to be served needs to be provided with the food in school approval form.
- The food in school approval form must be given to the nurse with the label list of ingredients a minimum of 2 weeks prior to the date that the food will be served
- No foods without a label list of ingredients can be served due to food allergies
- School nurse will collaborate with school staff wanting to serve food as part of classroom lesson/celebration. Healthy choices and portions are encouraged.

Why does all food need approval by the school nurse?

- Life-threatening food allergies
 - *No trading or sharing food amongst students*
 - *No baked goods from home should be brought in and distributed in classes*
 - *Fundraisers during school should be done with non-food items*
- The Massachusetts School Nutrition Regulation is a law we must follow, which restricts the amount of extra calories, sugar, sodium and fat that is allowed to be given to students outside of the school lunch program.
- In addition to students with food allergies, we have students that have other conditions which affect what foods they can consume. The school lunch program has all of the information and makes sure that students are safe during served meals. We need to do this whenever food is served/given outside of the school lunch program.

Note: All food served during the school day outside the school lunch program needs approval by the school nurse via the food in school approval form. Any other form of approval, even by the principal, is NOT safe or responsible for our students.

Most Common Food Allergies

- Peanuts
- Tree Nuts
- Eggs
- Milk
- Soy beans
- Wheat
- Shellfish
- Fish

Note: Many foods contain or are made with the items listed. Labels must be checked to make sure there is no allergen in the food.

Symptoms of an Allergic Reaction Include:

- Itching and/or hives
- Abdominal pain, vomiting, diarrhea
- Swelling of the face, tongue, or throat
- Difficulty breathing, wheezing
- Loss of consciousness

Life-threatening allergic reaction treatment:

- Give the EpiPen first and fast after a known exposure to an allergen which caused an anaphylactic reaction in the past!
- Benadryl will not stop an anaphylactic reaction
- Inhalers will not improve symptoms of an anaphylactic reaction
- State law allows the delegation of EpiPen for a known allergen

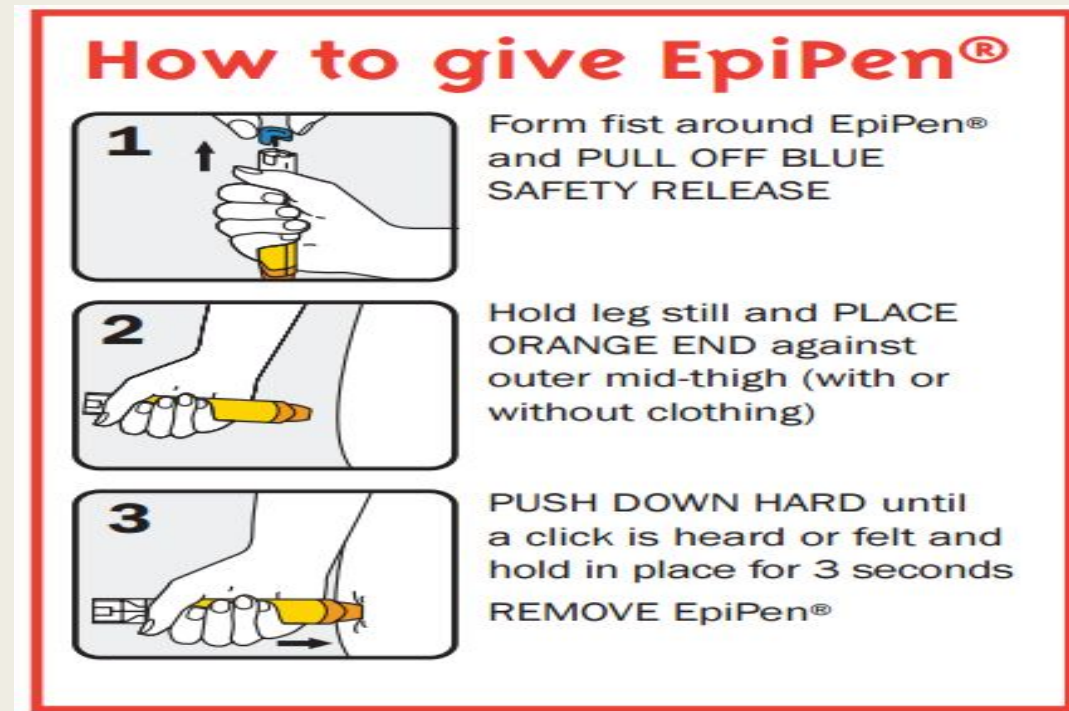
What is the EpiPen?

- An EpiPen contains Epinephrine, which:
 - *quickly constricts blood vessels*
 - *relaxes smooth muscles in the lungs to improve breathing and stimulate the heartbeat*
 - *works to reverse hives and swelling around the face and lips*
 - *one injection lasts approximately 10-20 minutes*
- EpiPens are located in every health office and are not located in locked areas.
- Each EpiPen has the student's name on it as well as the allergen written on it
- If you have gone through EpiPen training you can give an EpiPen that belongs to a student that you know has had an exposure to the known allergen that causes the Anaphylactic reaction. EpiPen training will be given in person at each school.

What if I give an EpiPen and the student didn't need it?

- Giving an EpiPen to someone that did not need it will NOT hurt them, but **not** giving an EpiPen to someone who is having an anaphylactic reaction can result in death. When in doubt: ADMINISTER THE EPIPEN!

*Scenario: You are on a field trip with a student. The student has a known anaphylactic reaction to bee sting. The student gets stung by a bee. You are carrying an EpiPen with the student's name on it and it says BEE STING. You do not wait for the child to develop symptoms of allergic reaction. You give the EpiPen right away!



Blood-Borne Pathogens Universal Precautions

- Blood-borne pathogens are transmitted through blood and bodily fluids of an infected person.
- Examples are: Hepatitis B, Hepatitis C, HIV.
- Hand-washing is always the first line of defense; always wear gloves when coming into contact with bodily fluids.

What to do if...

- Blood or bodily fluids are on the floor:
 - Contact the custodian - custodians are trained to clean up blood and bodily fluids and they have the supplies to safely do it.
- Someone comes into contact with blood or bodily fluids:
 - Contact the school nurse - the nurse will be able to advise further medical follow-up, if needed

Note: Anyone may be carrying blood-borne pathogens - consider all persons to be potentially infectious and take all necessary precautions to keep yourself healthy.

Concussion Care

- Any time a student hits their head, they **must** see the school nurse.
- There is a district policy on concussion that is all inclusive of academic and activity restriction/guidance.
- Any student that has been diagnosed with a concussion needs to see the school nurse upon coming back to school.
- Symptoms of concussion can linger and at times a 504 plan is needed.
- The school nurse, in collaboration with the physician and parent, will decide based on each students symptoms their ability to return to academics, gym, recess, and athletics.

Accident/Incident Reporting and Treatment

- Any staff that gets injured at work should see the school nurse and fill out a City of Gardner Accident/Incident Reporting and Treatment Form

Field Trip Approval

- A field trip is any activity where you are taking a student off of their school grounds. **This includes taking them to another school building.**
- All field trips must be formally approved by the Principal, Nurse, and Superintendent. This must be done ahead of time with sufficient time to prepare.
- The school nurse will decide if a nurse is needed based on the students medical needs and communicate with the school nurse leader to arrange coverage if needed.
- All field trips must have approval **prior** to permission slips going home.
- **DO NOT TAKE STUDENTS OFF SCHOOL GROUNDS WITHOUT CHECKING WITH THE NURSE PRIOR TO LEAVING!**
- Medical needs of students change all the time and you must check in before the field trip to make sure you have everything that is needed.

Medication Delegation

- Any staff that may be administering a scheduled medication on a field trip needs to see the nurse for Medication Delegation training

Emergency Medical Response Plan

- Each building has their own plan to follow in the case of a medical emergency.
- The plan is updated annually by the building principal or designee.
- A copy of this plan should be posted in each classroom near the doorway, the gymnasium, the cafeteria, and the main office.
- If you do not have a copy of this plan for your building please see the principal.

Confidentiality

- In order for the nurse to share confidential medical information, parents have to sign a consent. It is the parent's right to refuse that their child's medical information be shared.
- Staff must not share confidential information to other staff members that do not aid in the educational process of a student.
- Please also respect the confidentiality of your fellow staff members as well
- Instances where a person is being tested for something that is contagious can quickly turn into many people being concerned and anxious for no reason when the testing comes back negative. Do your best to not be the rumor mill that causes undue stress and anxiety. If you have questions about something, ask the school nurse!

Paperwork

- In an attempt to “go green”, we will not print paperwork unless absolutely necessary; please check your mailbox often for important papers including, but not limited to the annual staff emergency form and the EpiPen checklist. Any health-related paperwork that needs to be signed **must** be returned to the school nurse as soon as possible.

Please review the following **required** documentation before continuing to the next slide:

- [IJOA - Field Trips](#)
- [JJIF - Head Injuries & Concussions in Extracurricular Activities](#)
- [JLC - Student Health Services & Requirements](#)
- [JLCA - Physical Examinations of Students](#)
- [JLCA-E - Position Description, School Physician](#)
- [JLCB - Immunizations of Students](#)
- [JLCC - Communicable Diseases](#)
- [JLCD - Administering Medication to Students](#)
- [JLCE - Food Allergies](#)
- [Incident/Accident Reporting Form](#)

If employees have any questions regarding this training module or required documentation, please contact your direct supervisor or your school's principal.

In order to complete this training, please proceed to the form linked below to confirm receipt of all documentation:

- [Certification of Completion of the Health Basics Mandatory Training](#)