Allergy Emergency Kit Instructions

An Allergy Emergency Kit is available for parents in the office of students with food allergies. The purpose of this kit is to establish a standard location and protocol for accessing child-specific medication and instructions in the event the child experiences an allergic reaction.

As a parent, it is your responsibility to fill the provided zip lock bag with the medications and instructions that should be on hand. This kit will be stored in the school office and be clearly labeled with your child’s name and photograph on the outside of the bag.

To complete the kit, please do the following:
1. Sue Kaczkowski our school secretary, will give you a “Dispensing Medications” authorization sheet that needs to be completed and signed by a Physician.
2. Give the enclosed sticker to your child’s teacher. The teacher will add this to their attendance book as a reminder of your child’s allergy for themselves and their substitutes.
3. Provide your child’s medication that will go in the zip lock bag. NOTE: The Health Department recommends that one emergency medication goes in the office and one goes in your child’s classroom for the teacher. Whether you choose to provide both is up to you.
4. Provide a picture, approximately 2”x3” in size, of your child to be placed on the outside of the zip lock bag for easy emergency staff retrieval.
5. Use the 3x5 card to write child’s name on, for the outside of the bag.

Note - Included you will also find a permission slip for you to turn into the PTA mailbox authorizing Oak Ridge to give each teacher a picture (provided by you) of every child at school with a food allergy. Please put permission slip and picture in an envelope that says ALLERGY COMMITTEE. Turn in no later than October 1, 2010.

About the Allergy Awareness Committee
A committee has been formed at Oak Ridge to address the increasing prevalence of food allergies amongst young people. Our goal is to ensure that kids with food allergies have a safe and welcoming learning environment.

The Allergy Awareness Committee is working with the PTA and school staff to provide increased awareness and education about food allergies as well as procedures for minimizing risks to students with food allergies. If you would like to help and volunteer on the committee you can contact the lead - Jen Bossenberger at 248-224-2081 or e-mail address is jen@ideationsigns.com.