

*First United Methodist Church*  
Anytown, Arkansas  
**Allergy Awareness Policy and Action Plan**

Because *First United Methodist Church* seeks to provide a safe environment for all children in our care, the following Allergy Awareness Policy and Action Plan is in place to address and respond to the wide-ranging allergies and allergic reactions common among children. It is important to note that we cannot guarantee a completely allergy-free environment and cannot be held liable for allergic reactions that occur in spite of the policies and procedures outlined below. However, we are deeply committed to working with the families in our congregation to support children with allergies when at all possible.

**Responsibilities of Parent or Legal Guardian**

1. The first time a child with allergies participates in an activity at *FUMC*, parents will complete a Child Health Form. If the use of an epinephrine autoinjector is a possibility, parents will complete an additional Epinephrine Autoinjector Administration Permission Form.
2. Each time the parent signs the child in for an activity, parents will indicate the nature of the food or latex allergy on the sign in sheet. If the child is in nursery or preschool, the parent will place an allergy alert sticker on the child's nametag.

**Food Allergies**

1. Due to allergy concerns, no home baked items will be served to children while they are participating in an *FUMC*-sponsored class or activity. Specialized foods for children with specific food allergies will be served only to the specified student and will be labeled with the child's name, date and contents of the package.
2. All snacks given to children will be purchased by a designated *FUMC* staff or volunteer. Snacks will be peanut and tree nut free and not processed in a facility that uses peanuts or tree nuts. Individualized accommodations for other food allergies will be made on an as-needed basis.
3. To prevent cross-contamination, all children will wash their hands prior to and following snacks. Tables and chairs will be cleaned after each class.

**Medications and Emergency Procedures**

1. *FUMC* staff and volunteers are not permitted to administer regularly prescribed or over the counter medication to any child. Parents are the only ones who may administer medication.
2. Staff will only administer medication in an emergency situation. An emergency includes responding to a severe allergic reaction with the use of an epinephrine autoinjector. The individualized procedure for use of an epinephrine autoinjector is located on the Epinephrine Autoinjector Administration Permission form.
3. Parents will be notified immediately following the emergency administration of an epinephrine autoinjector.