

School Letterhead

Sample letter to educate parents about life-threatening peanut/nut allergies.

Date _____

Dear Parent,

This letter is to inform you that a student in your child's classroom has a severe food allergy to peanuts/nuts. It is important that there is strict avoidance to this food in order to prevent a life-threatening allergic reaction. We are asking your help to provide the student with a safe school environment.

Any exposure to peanuts/nuts may cause a life-threatening allergic reaction that requires emergency medical treatment. To reduce the chance of this occurring, we are asking that you do not send any peanut or nut containing products to school with your child that will be eaten in the classroom. If your child has eaten peanuts/nuts before coming to school, please be sure your child's hands and face have been thoroughly washed before entering the school.

(Identify here the specific guidelines developed based on the student's allergy.)

We appreciate your support of these procedures. Please complete and return this form so we are certain you have received this information. Please contact me if you have any questions.

(Teacher, Principal, School Nurse)

I have read and understand the peanut/nut free classroom procedures. I agree to do my part in keeping the classroom peanut and nut free.

Child's Name _____

Parent's Signature _____

Date _____

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Sample letter for a parent with a child with an allergy.

Date

Dear Parent,

_____ is aware that _____
(Name of school) (Child's name)
has an allergy to _____.
(allergen)

In order to help the school assure a safe environment for your child, there is certain information that will help in this endeavor. Please provide the following information to the school:

- Provide written medical documentation, instructions, and medications as directed by a physician.
- Send to your child's teacher, some safe food substituted for your child to eat when food is brought to the classroom for special occasions.
- Provide an EpiPen in case of an emergency.

Other things that would be helpful in caring for your child are:

- ❖ Continue to educate your child about their allergy including what foods are safe and unsafe, to tell an adult if they are experiencing symptoms of a reaction, not to trade foods with another other students, and to eat only foods that have been identified as safe.
- ❖ Review food allergies and the emergency plan with your child's teacher, school nurse, bus drivers, and coaches.
- ❖ Review the cafeteria menu to be sure the foods offered are safe for your child.
- ❖ Call the food service director _____ at _____ if you have questions about the menu.
(phone)
- ❖ Contact me if you have any other questions. _____
(Phone)

Sincerely
(Name of School Nurse)