

**Sample Letters to Parents/Guardians of the School from the Principal**  
**(Add School letterhead)**

Dear Parents/Guardians,

All parents/guardians need to be aware that a child/children/staff member in our school has a severe life-threatening food allergy to peanuts and tree nuts (anaphylaxis). This includes any food that contains peanuts/nuts. This is a medical condition that causes a severe reaction to specific foods and can result in death within minutes.

All our staff have been informed of this situation and have been instructed in the correct procedures regarding anaphylaxis.

Prevention is the best approach. Although this may or may not affect your child's class directly, we want to inform you so that you may choose to send foods with your child to school that are free from peanuts or nut products. In a school setting, cross-contamination is the greatest risk for this type of allergy. Trace (1/30,000th of a peanut) amounts of peanuts/nuts can be left on gym equipment, computer keyboards, pencils, door handles, bus seats, taps, etc., that may place these individuals at higher risk.

We endeavour to make the school a safe environment for all students. Anyone wishing further information about anaphylaxis may contact the school.

Thank you for your support.

Sincerely,

School Principal

Dear Parents/Guardians:

We have student(s) attending (Name of School) with a severe allergy that can cause an *anaphylactic reaction*. An anaphylactic reaction is an allergic reaction so severe that it can cause death. These children have a severe allergy to \_\_\_\_\_. Because these children can react to trace amounts, inhaling or ingesting even minute (e.g. 1/30,000 of a peanut) amounts can trigger a life-threatening reaction.

Emergency treatment involves an immediate drug injection and an immediate trip to the hospital.

These children with this allergy are showing admirable restraint and maturity in dealing with their problem.

They are taught never to share food and if their food is safe for them before eating. All of us need to do what we can to provide these children with a safe learning environment.

Although this may or may not affect your child's class directly, we respectfully ask that you not send food products to school that contain (peanuts, peanut butter or nut products), remembering to check ingredients carefully.

There will be opportunities for you to learn more about anaphylaxis throughout the year. Thank you for taking the time to read this important letter. If you have any questions or concerns, please feel free to call me at the school. Your cooperation is greatly appreciated.

Sincerely,

Principal

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### **Sample Item for School Newsletters**

We would like to make all families aware that a student (or several students) in our school has a severe life-threatening food allergy to peanuts and nuts (anaphylaxis). This is a medical condition that causes a severe reaction to specific foods and can result in death within minutes. Although this may or may not affect your child's class directly, please send foods with your child to school that ~~are free~~ from peanuts or nut products.

Sincerely,

Principal