

**Tri-County Community Council, Inc.**  
**Head Start/Early Head Start**

**Part:** 1302 Program Operations  
**Subpart:** D-Health Program Services  
**Section:** 1302.47 Safety Practices  
**Subject:** Potential Allergens

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**Policy:**

Tri-County Community Council Head Start/Early Head Start will consult with parents/guardians immediately when potential allergens are suspected or identified.

**Procedure:**

1. Allowed animals (fish and birds only) must be properly maintained to reduce exposure to potential allergens such as dust and dander. If birds cause any type of allergic reaction the birds will be removed from the classroom.
2. Perfumes and air fresheners will not be permitted if found to trigger an allergic reaction in staff or children. Signs will be posted at sites if the need arises to prevent perfumes from being worn on site.
3. If a child has special dietary needs the parent will be advised that we must have a completed Child Care Food Program Medical Statement for Children with Disabilities and Special Dietary Conditions from the child's medical provider stating the nature of the condition, foods that must be restricted or altered and appropriate food substitutions. The parent/guardian must also sign a completed Modified Meal Form.
4. All allergies will be documented on the Health Record and health care plans by the parent/guardian and addressed by the appropriate program coordinator.