



ACTIONS for the Food Service Manager, Lunchroom Staff, or Lunchroom Monitor

- Obtain a copy of the student's written meal plan from the Diabetes Medical Management Plan.
- Obtain a copy of the student's Quick Reference Emergency Plan and keep it in a known, yet secure, place in the lunchroom.
- Provide a lunch menu and lunch schedule in advance to parents along with the nutrition content of menu selections, including grams of carbohydrate and fat.
- Understand and be aware that hypoglycemia can occur before lunch. Supervisory lunch personnel may need to encourage the student to eat appropriate foods.
- Be prepared to recognize and respond to the signs and symptoms of hypoglycemia and hyperglycemia and take actions in accordance with the student's Quick Reference Emergency Plan.
- Recognize that a student's behavior change could be a symptom of blood glucose changes.
- Learn about the various kinds of diabetes meal and snack plans. Know which type of meal plan the student follows.
- Recognize that eating meals and snacks on time is a critical component of diabetes management. Failure to eat lunch on time could result in low blood glucose, especially if a student has missed a morning snack or has had a physically strenuous or otherwise active morning at school.
- Ensure that the student has timely access to food and sufficient time to finish.
- Know where supplies to treat hypoglycemia are kept (e.g., with the student or another place).
- Treat the student with diabetes the same as other students, except to respond to medical needs.
- Provide input to the student's school health team when requested.
- Communicate with the school nurse and/or trained diabetes personnel regarding any concerns about the student.
- Respect the student's confidentiality and right to privacy.