



## 504 PLAN (Sample Language for Student with Diabetes)

Date \_\_\_\_\_ Student name \_\_\_\_\_ Parent/guardian name \_\_\_\_\_

Contact phone number (call first) \_\_\_\_\_ (call second) \_\_\_\_\_

School name \_\_\_\_\_ Grade \_\_\_\_\_

**Please Note:** Creation of an equitable and inclusive 504 Accommodation Plan requires input from members of the Student-Specific Health (SSH) Team, including Parent(s), Student, and School Nurse.

<b>Assessments: assignments, classroom tests standardized tests</b>	<b>Person Responsible</b>
<p>Student will have the option to utilize an alternative setting or delay taking an assessment until glucose level is in target range as outlined in Diabetes Medical Management Plan (DMMP).</p> <p>Student will be allowed to make up any missed homework due to diabetes issue.</p> <p>Student will be allowed breaks as needed for monitoring and maintaining glucose level.</p> <p>Student will have unlimited access to cell phone, food, water and bathroom at all times including during standardized testing.</p>	<p>School staff</p> <p>Other</p> <p>Other</p>
<b>Attendance</b>	<b>Person Responsible</b>
<p>Student will not be penalized for absences, tardiness, or unfinished homework required for medical appointments, illness, visits to the office, or time necessary to maintain glucose level. The parents understand a note from them or an excuse from the physician will be turned in as necessary according to the school handbook.</p>	<p>Parent(s)/Guardian(s)</p> <p>School staff</p> <p>Other</p> <p>Other</p>
<b>Supplies and self-care</b>	<b>Person Responsible</b>
<p>Extra 72-hours supplies, provided by parent, to be kept in mutually agreed upon location to fulfil emergency operations planning.</p> <p>At no time will the diabetes supplies be locked up.</p> <p>Student may carry self-care equipment supplies at any time and in any location at school, field trips, extracurriculars, buses.</p> <p>Student will be allowed to check glucose levels and administer insulin in mutually agreed upon locations.</p> <p>Student shall have permission to carry a cell phone for use in:</p> <ul style="list-style-type: none"> <li>calling or texting parent for diabetes related issues.</li> <li>sharing of CGM.</li> </ul> <p>Cell phone will remain concealed and only in use for diabetic needs.</p>	<p>Parent(s)/Guardian(s)</p> <p>School staff</p> <p>Other</p> <p>Other</p>



Food	Person Responsible
<p>Parents will provide carb information on all food brought from home.</p> <p>School will provide carb information on all food served in the cafeteria.</p>	<p>Parent(s)/Guardian(s)</p> <p>Food Service</p> <p>Other</p> <p>Other</p>
Events, Sports, Extra Curriculars and Before/After Care	Person Responsible
<p>Student shall be allowed to fully participate in physical education classes, school sponsored events, sports, before/after care and extra curriculars with a level of support outlined in the DMMP.</p> <p>Trained Diabetes Personnel will be available at the site where the student is <b>at all times</b> during school sponsored events, sports and extracurricular activities.</p>	<p>Parent(s)/Guardian(s)</p> <p>School staff</p> <p>Other</p> <p>Other</p>
Training	Person Responsible
<p>Teachers with 'need to know' will be informed about student health needs.</p> <p>Minimally, ensure that each substitute teacher and substitute school nurse receive written instructions on the student's diabetes care and a list of staff available to help with the care.</p> <p><b>All</b> staff, including bus drivers/aides, food service, before/after school care staff, will be provided annual Tier 1 training to review FERPA/HIPAA requirements, identify potential emergencies, call for help and provide support as outlined in the DMMP.</p> <p>Tier 2 and 3 training will be provided to designated school personnel who have a role in supporting students during an emergency and/or on a daily basis. Roles and responsibilities will be identified.</p>	<p>Parent(s)/Guardian(s)</p> <p>School staff</p> <p>Other</p> <p>Other</p>
Other	Person Responsible
<p>Add Text here.</p>	<p>Parent(s)/Guardian(s)</p> <p>School staff</p> <p>Other</p> <p>Other</p>

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