



Introduction

This policy sets out a whole school approach to the care and management of allergies within our school community including, but not limited to, food, bee/wasp stings or animal allergies.

We believe that all allergies should be taken seriously and managed in a professional and appropriate way.

The aim of this policy is to minimise the risk of any member of our school community suffering from allergy induced anaphylaxis whilst in school.

Whilst we are not able to guarantee a completely allergen free environment, we seek to minimise the risk of exposure, to proactively plan for effective response to potential emergencies and encourage self-responsibility.

An allergic reaction to nuts is the most common high-risk allergy and as such, demands more rigorous controls, as highlighted in this policy.

As explained on the Healthline Website; www.healthline.com:

'Peanut and tree nut allergies are one of the most common food allergies. They are frequently associated with severe allergic reactions and the treatment is usually a lifelong avoidance of all nuts and nut containing products.'

Principles

The underlying principles of this policy are:

- The implementation of effective risk management practices to minimise the pupil, staff and visitor exposure to known triggers and allergies.
- Staff training and education to ensure effective emergency response to any allergic reaction situation.

This policy applies to all stakeholders of the school; staff, pupils, parent/carers and external professionals. It also applies to visitors.

Definitions

Allergy: A condition causing the body to have an exaggerated and / or damaging response to a substance, also known as hypersensitivity

Allergen: A normally harmless substance that triggers an allergic reaction in the immune system of a susceptible person

Anaphylaxis: Anaphylaxis, or anaphylactic shock, is a sudden, severe and potentially life-threatening allergic reaction



EpiPen: Brand name for a syringe style device containing the medication required to counteract a severe allergic reaction

Minimised Risk Environment: An environment where risk management practices (for example, Health Care Plans, posters, staff training, teaching and learning for pupils, etc) have minimised the risk of (allergen) exposure.

Health Care Plan: a detailed document outlining an individual's condition and treatment and an action plan for the location of and administration of an EpiPen, where required.

Procedures and Responsibilities for Allergy Management

General

- Parents and key staff (SLT, Class Teachers) work together to ensure Health Care Plans are detailed and remain up to date.
- SLT establish and maintain systems for effectively communicating known allergies and Health Care Plans to all staff.
- Staff are trained in anaphylaxis management, including an awareness of triggers and the first aid procedures to be followed in the event of an emergency.
- Pupils have access to teaching and learning about severe food allergies, dependent on age, ability and need.

Parent/Carer responsibilities

It is the parents' responsibility to provide the school accurate and up to date medical information about their child's allergies.

For a pupil with a known allergy or newly diagnosed allergy, parents/carers must inform the school, in writing, confirming the allergy and giving the following information:

- The allergen (the substance the pupil is allergic to)
- The nature of the allergic reaction, for example, rash, breathing problems, anaphylactic shock
- What action must be taken if the pupil has an allergic reaction, including any medication, dosages and how it is to be administered;
- Any control measures that can be put into place to prevent an allergic reaction occurring

The above information should be included within a Health Care Plan for the pupil.

It is the responsibility of the parent/carers to ensure that the contents of any snacks and lunches that their child brings into school are safe for their child to consume.

All parents/carers, regardless of whether or not their child has a known allergy, must ensure that any snacks and lunches their child brings into school are free of nuts.

Staff in school will monitor the contents of snacks and lunch boxes and reminders will be sent to parents/carers if necessary.



EpiPens

As with any other medication, a medication form should be completed and signed by the parents/carers (please refer to our Administration of Medication policy).

- It is the parent/carers responsibility to ensure that the EpiPen is in school and in date. The staff member(s) responsible for overseeing medication will routinely check the expiry date on any medication sent into school, including EpiPens.
- Any pupil with an allergy requiring an EpiPen is not able to attend school without an in-date EpiPen on site.
- EpiPens are stored in the medical room / medication area at each campus, in a locked cupboard along with all other medications. The box needs to be clearly labelled with the pupil's name with a copy of the medication consent form and Health Care Plan accessible.

Staff responsibilities

It is the responsibility of every staff member to familiarise themselves with this policy and adhere to the protocols and guidance in place.

Every staff member must ensure they are aware of any pupils with allergies in the school. This information is shared via staff meetings, briefings and information posters in school.

- All staff are asked to support pupils with washing their hands before and after eating and when handling food in lessons.
- Staff should monitor any snacks/packed lunches that pupils bring in from home to ensure that they do not contain peanuts, nuts or products which contain nuts. We cannot, however, guarantee that foods do not contain traces of nuts or that they are produced in a nut free factory.
- Staff should ensure that pupils do not share any food or drink with others.
- After eating, tables should be cleaned with an approved solution / cleaning product.
- Staff should access EpiPen training and all staff should be made aware of the location of EpiPens for pupils who need them.
- Emergency medication should be easily accessible at all times.
- All staff need to be aware of which pupils have a specific allergy and minimise the risks accordingly.

New pupils with allergies

If a new pupil's admission form states that they have an allergy, an administrator should contact the parent/carer to request that all information is provided in writing and staff will be made aware of the details of the pupil's allergy and treatment prior to the pupil starting. A Health Care Plan must also be completed.



Diagnosis of an allergy for an existing pupil

If a pupil already attends GANF and is diagnosed with a new allergy, parents/carers will need to ensure that they liaise with school staff about this. The class teacher or a member of SLT will arrange a meeting for information to be shared between home and school, and a Health Care Plan will need to be completed.

Staff will be made aware of the pupil's new allergy and any required treatment.

In the event of a pupil suffering an allergic reaction:

- Parents/carers will be contacted immediately
- If medication is prescribed, this will be administered by an appropriately trained member of staff in line with the Administration of Medication Policy
- If the pupil becomes distressed and/or their symptoms worsen, an ambulance will be called by dialling 999
- Staff will endeavour to keep calm and support the pupil to feel as comfortable and as calm as possible
- If an ambulance arrives and paramedics want to take the pupil into hospital before the parents/carers arrive, a member of staff will accompany the pupil to hospital and wait until the parents/carers arrive to provide a handover