

# Allergies Policy

## **Allergies Policy including Nut & Food Allergy**

### **Statement of Intent:**

This policy is concerned with a whole Academies approach to the health care and management of those members of the Academies community suffering from specific allergies. Glenmoor and Winton Academies are aware that children who attend may suffer from food, bee/ wasp sting, animal, nut or other food allergies and we believe that all allergies should be taken seriously and dealt with in a professional and appropriate way.

As a result, the Academies have taken into consideration advice from the European Academy of Allergy and Clinical Immunology (EACCI) guidance on managing patients with food allergies, the Department for Education's guidance on supporting students at school with medical conditions, and EU legislation for food preparation, storage and labelling.

Glenmoor and Winton Academies' position is not to guarantee a completely allergen free environment but rather to minimise the risk of exposure, encourage self-responsibility, and plan for effective response to possible emergencies. The Statutory Framework states that the provider must obtain information about any dietary requirements/allergy. As such, parents/carers are asked to provide details of allergies in the student's information pack, which is submitted before starting at the Academies.

### **Overall Aim:**

The intent of this policy is to minimise the risk of any child suffering allergy-induced anaphylaxis whilst at the Academies. Additionally, the Academies wish to ensure that students with allergies do not face obstacles, which affect their ability to integrate with their peers and affect their general wellbeing and emotional health.

The underlying principles of this policy include:

- The establishment of effective risk management practices to minimise the student, staff, parent and visitor exposure to known trigger foods and insects
- Staff training and education to ensure effective emergency response to any allergic reaction situation

This policy applies to all members of the Academies community:

- School Staff
- Parents / Carers of allergic and non-allergic students
- Volunteers
- Supply staff
- Students

**Definitions:**

- Allergy – A condition in which the body has an exaggerated response to a substance (e.g. food and drug) 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 to food, stings, bites, or medicines
- Epipen – Brand name for syringe style device containing the drug Adrenalin, which is ready for immediate inter-muscular administration
- Minimized Risk Environment- An environment where risk management practices (e.g. Risk assessment forms) have minimised the risk of (allergen) exposure
- Health Care Plan- A detailed document outlining an individual student's condition treatment, and action plan for location of Epipen

**Procedures and Responsibilities for Allergy Management:****General**

- The involvement of parents and staff in establishing individual Health Care Plans. These plans are the responsibility of the Academies' medical leads and are updated in line with statutory guidance
- The establishment and maintenance of practices for effectively communicating a child's healthcare plans to all relevant staff. Information is shared through our secure student electronic recording and update CPD training for all staff at the Academies
- Annual staff training in anaphylaxis management if needed, including awareness of triggers and first aid procedures, including Epipen training, to be followed in the event of an emergency
- Age appropriate education of children with severe food allergies

**Medical Information**

Parents/Carers must report any change in a child's medical condition during the year to the Academies.

For students with an allergic condition, the school requires parents/carers to communicate and collaborate with the Academies' medical leads to write a Health Care Plan.

The Academies' medical leads will ensure that a Health Care Plan is established and updated for each child with a known allergy.

Teachers, Learning Coaches and key staff are required to review and familiarise themselves with the medical information of those students they work with.

Action Plans with a recent photograph for any students with allergies will be posted in the medical room with parental permission to ensure clear identification and swift action can be taken in an emergency.

Where students with known allergies are participating in any excursions/trips, the Health Care Plans and risk assessments, if necessary, must be included in the trip documentation pack and taken on the trip.

The wearing of a medic-alert bracelet is allowed and encouraged by the Academies.

### **Medical Information (Epipens)**

Where Epipens (Adrenalin) are required in the Health Care Plan:

- Parents/carers are responsible for the provision and timely replacement of the Epipens
- The Epipens are located securely in relevant locations approved by the Academies' medical leads, as well as students having one in their possession at all times

### **Parent/Carer Role:**

Parents /Carers are responsible for providing, in writing, on-going accurate and current medical information to the Academies.

Parents/Carers are to send a letter confirming and detailing the nature of the allergy; including:

- 1 The allergen (the substance the child is allergic to)
- 2 The nature of the allergic reaction (from rash, breathing problems to anaphylactic shock)
- 3 What to do in case of allergic reaction, including any medication to be used and how it is to be used
- 4 Control measures – such as how the child can be prevented from getting into contact with the allergen
- 5 If a child has an allergy requiring an EpiPen, or the risk assessment deems it necessary, a Health Care Plan must be completed and signed by the parents/carers

It is the responsibility of the parent/carers to provide the Academies with up to date medication/equipment clearly labelled in a suitable container. If the child arrives to the Academies without the EpiPen they will not be allowed to remain on site. They will be allowed to return as soon as they get the required EpiPen in their possession.

Parents are also required to provide up to date emergency contact information. Snacks and lunches brought into the Academies are provided by each child's parent/carers. It is their responsibility to ensure that the contents are safe for the child to consume. This includes non-allergic children who need to be aware of their responsibilities to others.

Parents/Carers should liaise with staff about appropriateness of snacks and any food-related activities (e.g. cooking)

**Staff's Role:**

Staff are responsible for familiarising themselves with the policy and to adhere to health & safety regulations regarding food and drink.

If a child's Medical Form states that they have an allergy then a Health Care Plan is needed. It must be in place before the child starts attending sessions.

The Principal will determine if a ban on certain foods is needed after a consultation with the parent/carer and health professionals. They will then publicise this to the whole Academy community.

All staff who come into contact with the child will be made aware of what treatment/medication is required by the Academies' medical leads and where any medication is stored. Staff cannot guarantee that foods will not contain traces of nuts or other allergens. All tables are cleaned with an approved solution. Children are not permitted to share food, unless part of a planned activity that the teacher has risk assessed.

As part of the staff first aid course, Epipen use and storage has been discussed.

We may ask the parent/carer for a list of food products and food derivatives the child must not come into contact with.

Emergency medication should be easily accessible, especially at times of high risk.

Staff should liaise with parents about snacks and any food-related activities.

Consideration should also be given to all other activities such as special celebrations and charity events.

Canteen Staff must follow the guidance issued by the Food Standards Agency on allergen control taking into account the 14 most common allergens, food labelling requirement, handling allergen ingredients and training.

When deciding on menus or making changes to menus staff should:

- Check any product changes with food suppliers
- Ask caterers to read labels and product information before using them
- Use the dishes and allergen content menu chart to list the ingredients in all meals
- Ensure allergen ingredients remain identifiable
- Any foods prepared and packed on site will be labelled with any allergen information under the new requirements for prepacked sale (PPDS) allergen legislation. This will include items such as fruit pots, breakfast pots, wraps, baguettes and sandwiches, boxes of chips or chicken nuggets placed on a hot lamp in anticipation of a lunchtime rush, salad boxes and packaged burgers

**Actions:**

In the event of a child suffering an allergic reaction:

- Check to see if there is a Health Care Plan and follow instructions
- Contact parent/carer to advise or ask for advice if less serious symptoms
- Calm the child

Prepared by A Parker:  
Ratified by Governors:  
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