Learning Accord Multi Academy Trust

Allergies Policy

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Allergies Policy including Nut & Food Allergy

1. Introduction:

- This policy sets out a whole school approach to the health care and management of those members of the school community suffering from specific allergies.

- The academy is aware that children who attend may suffer from food, bee/wasp sting, animal or nut allergies and we believe that all allergies should be taken seriously and dealt with in a professional and appropriate way.

- The academy does not guarantee a completely allergen free environment, rather: to minimise the risk of exposure, encourage self-responsibility, and plan for effective response to possible emergencies.

- Parents are asked to provide details of allergies in the child's Enrolment Form, which is submitted before starting school.

2. Purpose:

- The intent of this policy is to minimise the risk of any child suffering any allergic reactions whilst at school.

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

- 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 school community:

  - School Staff
  - Parents / Guardians
  - Volunteers
  - Supply staff
  - Students

3. 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.

- **Risk Assessment/Health Care Plan** - A detailed document outlining an individual child's condition, treatment and action plan.

4. Procedures and Responsibilities for Allergy Management:

4.1 General:

- The involvement of parents and staff in establishing individual Risk Assessments/ Health Care Plans.

- The establishment and maintenance of practices for effectively communicating a child's healthcare plans to all relevant staff.

- Staff training in anaphylaxis management, including awareness of triggers and first aid procedures to be followed in the event of an emergency.

- Age appropriate education of the children with severe food allergies.

4.2 Medical Information:

- Parents will initially highlight a child's allergies on the academies Registration Form before starting at school.

- For children with a food allergy, parents will be asked to complete the Risk Assessment form. This will enable parents to explain the condition, define any allergy triggers and any required medication. If needed, additional written or oral advice will be obtained from a doctor or allergy nurse.

- Any change in a child's medical condition during the year must be reported to the academy.

- The academy, will ensure that, where needed, a Health care Plan is established and updated for children with allergies.

4.3 Medical Information (EpiPens):

- Parents/guardians are responsible for the provision and timely replacement of the EpiPens. Two EpiPens will be required.

- Staff are to be made aware of the location of EpiPens.

- EpiPen training will be provided for all staff when there is a child that requires an EpiPen.

4.4 Parent's role:

Parents are responsible for providing medical information about their child's allergy in writing, by filling out the academies initial risk assessment form for Food Allergies.

The form includes:

- The allergen (the substance the child is allergic to).
- The nature of the allergic reaction (from rash, breathing problems to anaphylactic shock).
- What to do in case of an allergic reaction, including any medication to be used and how it is to be used.
- Control measures – such as how the child can be prevented from getting into contact with the allergen.
- If a child has an allergy requiring an Epipen, or the risk assessment deems it necessary, a "healthcare plan" must be completed and signed by the parents.
- It is the responsibility of the parent to provide the academy with up to date medication/equipment clearly labelled in a suitable container.
- In the case of life saving medication like Epipens the child will not be allowed to attend without it.
- Parents are also required to provide up to date emergency contact information.
- Snacks and lunches brought into school are provided by each child's parent.
- It is their responsibility to ensure that the contents are safe for the child to consume.
- Parents should liaise with Staff about appropriateness of snacks and any food-related activities (e.g. cooking).

4.5 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 registration form states that they have an allergy then the parents must fill out the risk assessment form before the child starts attending school. Any actions identified to be put in place. If a child has an allergy requiring an Epipen, or the risk assessment deems it necessary, a "healthcare plan" must be completed and signed by staff and parents.
- Upon determining that a child attending school has a severe allergy, a team meeting will be set up as soon as possible where all staff concerned attend to update knowledge and awareness of child's needs.
- All Staff who come into contact with the child will be made aware of what treatment/medication is required by the Headteacher and where any medication is stored.
- All staff are to promote hand washing before and after eating.
- Snacks are monitored by Staff and are peanut, nut free and other allergens depending on the children attending. All staff should know the procedures at lunch time to ensure the safety of children with allergies.
- However, staff cannot guarantee that foods will not contain traces of nuts.
- All tables are cleaned with an approved solution.
- Children are not permitted to share food.
- As part of the staff first aid course, Epipen use and storage has been discussed.

- We may ask the parent 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.

5. Actions:

In the event of a child suffering an allergic reaction:

- We will delegate someone to contact the child's Parents immediately.
- If a child becomes distressed or symptoms become more serious telephone 999.
- Keep calm, make the child feel comfortable and give the child space.
- If medication is available it will be administered as per training and in conjunction with the "Medication Policy".
- If Parents have not arrived by the time ambulance arrives, a member of Staff will accompany the child to hospital.

6. Role of other Parents:

- All parents/carers, regardless of whether or not their child has an allergy, must ensure that any snacks and lunches that their child brings into school are free of any nuts.
- The school will ensure that parents are regularly reminded and will monitor the contents of lunchboxes and snacks.

7. Natasha's Law:

- The academy has duty to comply with Natasha's Law. The law states that all food and drink, prepacked on the premises for direct sale, must be clearly labelled with ingredients.
- The academy is responsible for ensuring that all necessary food and drink items are clearly labelled.
- The package, or label attached to the package will include:
  - Name of the food/drink
  - List of ingredients
  - The 14 allergens required to be declared by law, emphasised within it – The 14 allergens are: **celery**, **cereals containing gluten** (such as barley and oats), **crustaceans** (such as prawns, crabs and lobsters), **eggs**, **fish**, **lupin**, **milk**, **molluscs** (such as mussels and oysters), **mustard**, **peanuts**, **sesame**, **soybeans**, **sulphur dioxide and sulphites** (if they are at a concentration of more than ten parts per million) and **tree nuts** (such as almonds, hazelnuts, walnuts, brazil nuts, cashews, pecans, pistachios and macadamia nuts).
- The academy will ensure that all food and drink provided, on and off, school premises up to 6pm meets these standards i.e. school lunches, breakfast clubs and after school clubs.
- Lunches provided to visitors on the academy's premises will also meet these standards.
- Catering services, supplying food and drink to school, are responsible for ensuring that all items are labelled as stated above.
- Learning Accord Multi Academy Trust works in line with Kirklees Catering Service e.g.
  - Displaying any materials (e.g. Allergen Matrix, Menu Plans etc)
  - Working in line with any other KCS allergen related procedures

Appendix 1:

RISK ASSESSMENT – INITIAL PARENTAL CONSULTATION

ADMISSION OF CHILD WITH ALLERGY

1.	**Name of Child:**
2.	**Child's Date of Birth:**
3.	**Name(s) of Parent(s):**
4.	**Emergency Contact Details:** **Name and Tel No. of Doctor:** **Surgery:** **Contact Tel No. for Parent(s):** **1.** **2.** **Additional contacts if parent is unavailable (name, tel no. relationship):** **1.** **2.**
5.	**Nature of Allergy:**
6.	**Severity of Allergy:**

7.	**Symptoms of Adverse Reaction:**
8.	**Details of any medication provided in the event of an allergic reaction/anaphylactic shock – to include dosage, when and how to be administered:**
9.	**Precautions to be taken to avoid allergic reaction:**
10.	**<u>Staff Signature:</u>** **The above details have been provided by:** **Parent of:** **Signed (member of staff):** **Date:** **<u>Parent's Signature:</u>** **The above details, provided by myself, in respect of my child …… are a correct and true record of the allergy, its symptoms, treatment and prevention suffered by my child. I give permission for a risk assessment to be carried out for this reason.** **Signed (parent):** **Date:** **Name in block capitals:** **Relationship to child:**