



# Allergies Policy

## 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, encourage self-responsibility and plan for effective response to possible emergencies.

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

As explained on the Healthline Website; [www.healthline.com](http://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 life long 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, external professionals. It also applies to visitors.

## Definitions

Allergy: A condition in which the body has an exaggerated and or damaging response to a substance, also known as hypersensitivity

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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 drug 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 Epipen.

## Procedures and Responsibilities for Allergy Management

### General

- Parents and key staff (Inclusion Mentor, SLT, Class Teachers) work together to ensure Health Care Plans are detailed and remain up to date.
- The Inclusion Mentor and 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, dependant on age, ability and need.

### Parent/Carer Responsibilities

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

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

- The allergen (the substance the child is allergic to)
- The nature of the allergic reaction, for example, rash, breathing problems, anaphylactic shock
- What action must be taken if the child/young adult has an allergic reaction, including any medication, dosages and how it is to be

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administered; a Health Care Plan will then need to be completed by the parent/carer

- Any control measures that can be put into place to prevent an allergic reaction occurring

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

All parents/carers, regardless of whether or not their child/young adult has a known allergy must ensure that any snacks and lunches their child/young adult 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 all other medication, a Health Care Plan is completed and signed by the parents/carers (please refer to The Administering of Medication Policy).

- It is the parent/carers responsibility to ensure that the Epipen is in school and in date. The Inclusion Mentor also regularly checks the Use by Date on medications.
- Any child/young adult with an allergy requiring an Epipen is not able to attend school without an in-date Epipen.
- Epipens are stored in the medical room, in the locked cupboard along with all other medications. The box is clearly labelled with the child/young adult's name with a copy of the Health Care Plan attached.

## **Staff Responsibility**

It is the responsibility of every staff member to familiarise themselves with this policy and adhere to 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, morning briefings and 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 ensure pupils do not share any food or drink with others.

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- After eating, tables are cleaned with an approved solution.
- Staff access Epipen training and all staff are made aware of the location of Epipens for pupils who need them.
- Emergency medication is easily accessible at all times.
- All staff are aware of which pupils have a specific allergy and minimise the risks accordingly. For example, not eating fresh tomatoes close to the pupil who is allergic to fresh tomatoes.

### **New Pupils with Allergies**

If a new pupil's completed Enrolment and Information Forms state that they have an allergy, the Inclusion Mentor contacts the new parents/carers to request all information is provided in writing and staff will be made aware of the details of the pupil's allergy and treatment. A meeting will also be arranged for the completion of a Health Care Plan.

### **Diagnosis of an Allergy for an Existing Pupil**

If a pupil already attends Tulip Academy and is diagnosed with a new allergy, parents/carers will liaise with school staff. The Inclusion Mentor will arrange a meeting for information to be shared between home and school and also for the completion of a Health Care Plan, if relevant. Staff will be made aware of the pupil's new allergy and 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 following training given and in line with the Administering of Medication Policy
- If the pupil becomes distressed and/or their symptoms worsen, an ambulance will be called
- 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