



At Broadmere we are SAFE, RESPECTFUL and RESPONSIBLE.

Allergy Policy

We take a whole school approach to the health care and management of those members of the school community suffering from specific allergies. We are aware that staff and children who attend Broadmere may suffer from food, bee/wasp sting, animal or nut allergies and believe that all allergies should be taken seriously and dealt with in a professional and appropriate way.

Broadmere Primary School does not guarantee a completely allergen free environment – we strive to minimise the risk of exposure, encourage self-responsibility and plan for effective response to possible emergencies.

Children do not share food and drink, except in controlled circumstances e.g. class parties.

Parents are asked to provide details of allergies and, if necessary, prescribed medication, on admission to our school.

INTENTION

The intention of this policy is to minimise the risk of any child or member of staff suffering an allergic reaction 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.

Underlying principles of this policy:

- The establishment of effective risk management practices to minimise the child, 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 including: staff, parents, guardians, volunteers, supply staff, students.

Responsibilities of the school community:

- Snacks and lunches provided by parents should be peanut and nut free.
- The school will ensure that parents are regularly reminded of the importance of nut free lunchboxes and snacks and the risks of food allergies for pupils.
- As other allergies come to light, families will be informed of ingredients to be avoided.

DEFINITIONS:

<i>Allergy</i>	A condition in which the body has an exaggerated response to a substance (eg food or drug) also known as hypersensitivity.
<i>Allergen</i>	A normally harmless substance that triggers an allergic reaction in the immune system of a susceptible person.
<i>Anaphylaxis</i>	Anaphylaxis, or anaphylactic shock, is a sudden, severe and potentially life-threatening allergic reaction to food, stings, bites, or medicines.
<i>Epipen</i>	Brand name for syringe style device containing the drug Adrenalin, which is ready for immediate inter-muscular administration.
<i>Minimised Risk Environment</i>	An environment where risk management practices (eg risk assessment forms) have minimised the risk of (allergen) exposure.
<i>Risk Assessment/ Health Care Plan</i>	A detailed document outlining an individual child's condition, treatment and action plan.

ALLERGY MANAGEMENT:

Procedures and Responsibilities

- 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.

Medical Information

- Parents will initially highlight any known allergies on a child's school admission form before the child starts school.
- Parents of children with an allergy will be required to complete a Health Care Plan explaining the condition, define any allergy triggers and the required medication. If necessary, 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 school.
- The Assistant Headteacher/SENDCo will ensure that for children with allergies, a Health Care Plan is established and updated.

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

- Parents/guardians are responsible for the provision and timely replacement of the Epipens. **Two Epipens will be required to be kept in school.**
- Epipens are located in the child's classroom and the school office. These are out of reach of children but quickly accessible for staff.
- Epipen training will be refreshed for all staff annually when we have a child that requires an Epipen.

Parents' Role

Parents are responsible for providing medical information about their child's allergy in writing, by filling out a Health Care plan. 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 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, a Health Care Plan must be completed and signed by the parents.
- It is the responsibility of the parent to provide the school with up to date medication/equipment clearly labelled in the original 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, science experiments)

Staff Role

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

- If a child's admission form states that they have an allergy, parents/carers will complete a special dietary request form before the child starts attending school. Any actions identified will be put in place. If a child has an allergy requiring an epipen, a Health Care Plan will be completed and signed by parents.
- Upon determining that a child attending school has a severe allergy, a meeting will be set up as soon as possible between the SENDCo and parents to update knowledge and awareness of the child's needs.
- All staff who come into contact with the child will be made aware of what treatment/medication is required and where any medication is stored.
- All staff will promote hand washing before and after eating.
- Snack time food is monitored by staff and is peanut and nut free as well as free of any other allergens depending the needs of the class.

- All staff will know the procedures at snack and lunch times 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.
- As part of the staff training, 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 will be easily accessible, especially at times of high risk.
- Staff should liaise with parents about snacks and any food-related activities they plan to include; parental consent should be sought.

Actions

In the event of a child suffering an allergic reaction:

- We will delegate someone to contact the child's parents.
- If a child becomes distressed or symptoms become more serious, the school will 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 line with the Medication Policy.
- If parents or responsible adult have not arrived by the time an ambulance arrives, a member of staff will accompany the child to hospital.

This policy was adopted by:

Broadmere Primary School

Date: December 2019

Review date: December 2021

