

Policy Area: Health	Subject: Medical
Policy Title: Allergy Policy	Number: 1
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<i>Allergy Policy</i>
<i>This policy sets out the school's approach to managing pupils' allergies within school.</i>



Introduction

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

Arnbrook Primary School 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.

Aim:

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.

The underlying principles of this policy are:

- 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.

Definitions

Allergy -A condition in which the body has an exaggerated response to a substance (eg food or 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 intermuscular administration.

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

Minimised Risk Environment - An environment where risk management practices (eg health care plans) have minimised the risk of (allergen) exposure.

Identification of allergies

If a child has an allergy, then parents are responsible for providing medical information about their child's allergy in writing, either by completing OV4 and admissions forms on entry to school. Any change in a child's medical condition or discovery of new allergies during the year must be reported to the school.

Upon determining that a child attending school has a severe allergy or an allergy requiring an EpiPen, the SENDCO will arrange for a meeting around the child involving parents/carers and key staff.

In the meeting, a health care plan will be discussed by all parties and completed by the school SENDCO. The Health Care Plan 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
- The purpose of the meeting is for parents/carers to explain the condition, define any allergy triggers, any required medication and agree on control measures and emergency response. If needed, additional written or oral advice will be obtained from a doctor or allergy nurse

Upon completion, health care plan will be signed by parents/carers and key staff. Health care plans will be reviewed on an annual basis by the SENDCO, with parents/carers and key staff attending a team around the child meeting and updating the health care plan if necessary.

Communication

The establishment and maintenance of practices for effectively communicating a child's healthcare plans to all relevant staff is crucial in managing any allergies effectively.

All health care plans are stored centrally, on the school server. They are also within each child's SEND file, the class folder and First Aid folders. Health care plans are also provided (in electronic and paper form) to key staff, including midday and kitchen staff. The SENDCO will ensure that 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.

Training & Education

Key staff will be provided with training in anaphylaxis management, including awareness of triggers, and first aid procedures to be followed in the event of an emergency. EpiPen training will be refreshed for all staff when we have any child that requires an EpiPen or at an appropriate time to ensure staff remain confident in administering such medication.

Age appropriate education for children with severe food allergies, and those in their classes and year groups will be provided through assemblies, lessons and discussion with pupils.

Medication

It is the responsibility of the parent to provide the school with up to date medication/ equipment clearly labelled in the original container. The exact location of the EpiPen/medication is within each child's healthcare plan and is clearly labelled.

In the case of life saving medication, like an EpiPen, the child will not be allowed to attend school or any trips/residential visits without it.

Parents are also required to provide up to date emergency contact information (at least two contacts).

Where 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. EpiPens are located in the room of the child with allergies. There will be a separate 'spare' EpiPen kept above the medical cupboard in the staff workroom. These are out of reach of children but quickly accessible for staff.

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

Control measures

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 are asked to ensure lunches do not include nuts or nut based products.

Parents should liaise with staff about appropriateness of snacks and any food-related activities (eg cooking, science experiments). Staff should liaise with parents about snacks and any food-related activities; parental consent should be sought.

The school will ensure that parents are regularly reminded of the importance of nut free lunchboxes and snacks (letter sent home once a year & on entry to school & information available on website).

All staff will promote hand washing before and after eating.

Snack time food is monitored by staff and is peanut, nut free and free of other allergens depending on the children attending as much as is reasonable. All staff will know the procedures at snack and 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.

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

Appropriate risk assessments and control measures will be put in place during any trip or residential visit.

Action to be taken in the event of an allergic reaction:

In the event of a child suffering an allergic reaction:

All staff will follow the child's individual care plan.

Keep calm, make the child feel comfortable and give the child space.

We will delegate someone to contact the child's parents.

If parents or responsible adult have not arrived by the time ambulance arrives (if required) a member of staff will accompany the child to hospital.

This policy was adopted by: Arnbrook Primary School

Date: June 2019

Review date: September 2020