



LORDSWOOD
SCHOOL

Allergies Policy

Date: January 2024
Review Due: January 2025

Reviewed Annually

This policy is concerned with a whole school approach to the healthcare and management of those members of the school community suffering from specific allergies.

We are aware that children who attend Lordswood School 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.

Our 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 are asked to provide details of allergies in the child's contact form, which is submitted before starting school.

This policy should be read in collaboration with the Medical Needs and First Aid Policy.

Aim:

The aim of this policy is to minimise the risk of any child suffering allergy-related illness or allergy-induced anaphylaxis 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 pupil, staff, parent and visitor exposure to known trigger foods and allergens.
- 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 school staff, families, volunteers, visitors and children.

Definitions:

Allergy – A condition in which the body has an exaggerated response to a substance (e.g. 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 adrenaline, which is ready for immediate intramuscular administration.

Minimised 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 child's condition, treatment, and action plan for location of EpiPen.

Procedures and Responsibilities for Allergy Management:

General

- The school SENDCo and parents should work together to establish Individual Health Care Plans (Refer to Medical Needs and First Aid Policy). These should be updated as needed and include healthcare professional advice, where appropriate.
- Annual staff training in anaphylaxis management, if needed, including awareness of triggers and first aid procedures (including EpiPen training), is to be followed in the event of an emergency.
- Age-appropriate education of children with severe allergies should be established.
- Where pupils with known allergies are participating in school trips, the risk assessment must include this information.

Medical Information – EpiPens

Where EpiPens (adrenaline) are required in the Health Care Plan:

- Parents/guardians are responsible for the provision and timely replacement of the EpiPens.
- EpiPens are to be located securely in relevant locations approved by the Head.
- The Epi Pens are located so that all adults involved with that child know where they are at all times.
- Where possible, spare Epi Pens are to be kept on school premises.

The Role of Families

Families are responsible for filling in an Allergy Action Plan which is held by the school office, detailing the nature of the allergy; including:

- 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 Epi Pen, or the risk assessment deems it necessary, a Health Care Plan or Risk Assessment must be completed and signed by the families.
- It is the responsibility of the families to provide the school with up to date medication / equipment clearly labelled in the original packaging.
- In the case of life saving medication like EpiPens the child will not be allowed to attend without it.
- Families are also required to provide up to date emergency contact information.
- Families should liaise with the school catering company directly to ensure they are fully informed of all allergy needs related to food. They should also collaborate with school staff and the school SENDCo about appropriateness of snacks and any food- related activities (e.g. cooking)

We realise as a school that some families may share information about allergies that have not been medically identified. However, we will treat this information in the same way.

The Role of Staff

- Staff are responsible for familiarising themselves with the policy and to adhere to health & safety regulations regarding food and drink.
- If a child's School Admissions Form states that they have an allergy then a Health Care Plan or Risk Assessment is needed.
- 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 and where any medication is stored.
- Snack time foods are monitored by staff and are peanut, nut free and other allergens depending on the children attending. All staff should 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 provide specific EpiPen use training.
- We may ask families 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 families about snacks and any food-related activities.

Actions in the event of a child suffering an allergic reaction:

- If medication is available it will be administered as per training and requirements set out in the child's Health Care Plan.
- If the child becomes distressed or symptoms become more serious, we will telephone 999 without delay.
- Immediate contact will be made with the child's family.
- Keep calm, make the child feel comfortable and give the child space.
- If families have not arrived by the time ambulance arrives, a member of staff will accompany the child to hospital.
- If a child is taken to hospital by car, two members of staff will accompany them.

Nut-Free Policy / Role of all Parents and Staff

Lordswood aspires to be a nut-free school, with the aim of safeguarding pupils and staff who may experience anaphylactic reactions to nuts. Our approach is to protect children with nut allergies and educate them about safe food choices. Nut or nut products are not allowed in school lunches, and Sodexo, The Contractor Dining Company also adheres to a nut-free policy.

Prohibited items include, but are not limited to:

- Packs of nuts
- Peanut butter or other nut spreads

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- Fruit and cereal bars containing nuts
- Chocolate bars or sweets containing nuts
- Sesame seed rolls (as children allergic to nuts may react to sesame)
- Cakes made with or containing nuts

Related school policies

Medical Needs and First Aid Policy

Asthma Policy