

Allergies Policy

Avonwood Primary School
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Avonwood (United Learning Trust): Allergies Policy

Statement of Intent:

This policy is concerned with Avonwood's approach to the health care and management of those members of the Avonwood community suffering from specific allergies. Avonwood are aware that children and adults 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. As a result, Avonwood has taken into consideration advice from the Department for Education's guidance on supporting students at school with medical conditions and EU legislation for food labelling. Avonwood's 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/carers are asked to provide details of allergies in the student's information pack, which is submitted before starting school.

Overall Aim:

The intent of this policy is to minimise the risk of any child suffering allergy-induced anaphylaxis whilst at Avonwood. Additionally, we wish to ensure that students with allergies do not face obstacles which affect their ability to integrate with their peers and affect their general wellbeing and emotional health.

The underlying principles of this policy include:

• The establishment of effective risk management practices to minimise student, staff, parent and visitor exposure to known trigger foods or insects
• Staff training and education to ensure effective emergency response to any allergic reaction situation

This policy applies to all members of the Avonwood's community:

• School Staff
• Parents/Carers of students who may/may not have specific allergies
• Volunteers
• Supply staff
• Students

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

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 student's condition, treatment, and action plan for location of Epipens

Procedures and Responsibilities for Allergy Management:

General

• The involvement of parents and staff in establishing individual Health Care Plans for students with significant allergies. These plans are checked and signed by Emma Bowden (Lead First Aider), as well as Chris Jackson (Headteacher) or Lucy Sloane (SENDCo).

• The establishment and maintenance of practices for effectively communicating a child's healthcare plans to all relevant staff. Information is shared through the class first aid folder, as well as being kept in the medical room and regular CPD training for all staff at the Avonwood where appropriate

• Annual staff training in anaphylaxis management, including awareness of triggers and first aid procedures, including Epipen training, to be followed in the event of an emergency

• Age-appropriate education of children with severe food allergies

Medical Information

Parents/Carers must report any change in a child's medical condition during the year to the front office as soon as possible. For students with a significant allergic condition, the school requires parents/carers to meet with Avonwood's Lead First Aider to write a Health Care Plan. The Lead First Aider will ensure that a Health Care Plan is established and updated for each child with a known significant allergy. Teachers of those pupils and key staff are required to review and familiarise themselves with the medical information and care plans. Where students with known allergies are participating in school trips, the risk assessments must include this information.

Medical Information

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

- Parents/carers are responsible for the provision and timely replacement of the Epipens
- All epipens are kept in the medical cabinets in the child's classroom, these cabinets are unlocked and easily accessible.
- Two epipens are always required to be in school with the child and taken off site for any school visits.
- The front office also hold two spare epipens which can be used in a life threatening emergency, for staff and pupils who are suffering an anaphylaxis

Parent/Carer role:

Parents/Carers are responsible for providing, in writing, on-going accurate and current medical information to the school. They must also provide two in date epipens to be kept in school alongside the child's allergy action plan. A medical care plan must be completed in school outlining 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, or a risk assessment deems it necessary, a Health Care Plan must be completed and signed by the parents/carers. Parents are also required to provide up to date emergency contact information.

Staff roles:

Staff are responsible for familiarising themselves with the policy and to adhere to health & safety regulations regarding food and drink. If a child has a significant allergy, then a Health Care Plan is needed. It must be in place before the child starts attending school. A risk assessment may need to

be carried out, and any actions identified need to be put in place. All staff should regularly check the medical needs of pupils in their class on Arbor, so they are aware of all pupils who have an allergy. Students with an allergy are flagged as having a medical condition on Arbor, and details of the condition or allergy are listed. Staff cannot guarantee that foods will not contain traces of nuts. Children are not permitted to share food unless part of a planned activity that the teacher has risk assessed. As part of the staff first aid course, Epipen use and storage is discussed. Full training on administering an Epipen, is regularly provided in school. We may ask the parent/carer 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.

Whole-School Training

Staff Training

All staff will receive annual allergy awareness and anaphylaxis training.

This includes:

- Teachers
- Teaching Assistants
- Lunchtime Supervisors
- Office Staff
- Catering Staff
- Breakfast and After-School Club Staff

Training will include:

- Recognising the signs and symptoms of allergic reactions.
- Recognising anaphylaxis.
- Administration of Adrenaline Auto-Injectors (AAIs).
- Emergency procedures.
- Understanding individual healthcare plans.
- Reducing allergen exposure risks within the school environment.

Records of training will be maintained by the school and reviewed annually.

Allergy Lead Responsibilities

Avonwood Primary School has appointed Lucy Sloane as the school's Allergy Lead.

The Allergy Lead is responsible for:

- Overseeing the implementation of this Allergy Policy.
- Ensuring all staff complete required allergy awareness and anaphylaxis training.
- Monitoring compliance with individual healthcare plans.
- Maintaining oversight of emergency medication arrangements.
- Reviewing allergy incidents and near misses.
- Acting as the key point of contact for parents, healthcare professionals and external agencies regarding allergy management.
- Reporting significant allergy-related matters to governors.

Recording and Reviewing Incidents

Allergy Incident and Near-Miss Reporting

The school will record all allergy-related incidents and near misses.

A report will be completed whenever:

- A pupil experiences an allergic reaction.
- Emergency medication is administered.
- A pupil comes into contact with a known allergen.
- A situation occurs that could have resulted in allergen exposure.

Following any incident:

- Parents/carers will be informed as soon as practicable.
- The Allergy Lead will review the circumstances.
- Necessary amendments will be made to risk assessments, healthcare plans and procedures.
- Lessons learned will be shared with relevant staff to reduce future risk.

All records will be retained in accordance with the school's information management procedures.

Inclusion and Equal Access

Inclusion of Pupils with Allergies

Avonwood is committed to ensuring that pupils with allergies are fully included in all aspects of school life.

Reasonable adjustments and risk management measures will be implemented to enable safe participation in:

- Educational visits.
- Residential trips.
- Clubs and extracurricular activities.
- School celebrations and events.
- Practical learning activities involving food.
- Lunch and snack times.

Planning for activities will take place in partnership with parents/carers where appropriate to ensure individual needs are met while promoting inclusion and independence.

Publication and Review

Policy Publication and Review

This policy will be:

- Published on the school website.
- Made available to staff, parents and governors.
- Reviewed annually by the Allergy Lead and Governing Body.
- Updated sooner where legislation, guidance or school practice changes.

The school will ensure that all allergy management procedures remain consistent with current statutory guidance and best practice.

Food Management, Supply Staff and Spare AAIs

Safe Management of Allergens

The school cannot guarantee an allergen-free environment; however, reasonable measures will be taken to reduce risk.

These measures include:

- Sharing relevant healthcare plans with appropriate staff.
- Providing allergy information to supply staff before they assume responsibility for pupils.
- Risk assessing cooking activities and food-based learning.
- Monitoring food brought into school for planned events and activities.
- Discouraging the sharing of food between pupils.
- Promoting good handwashing and cleaning procedures.
- Reception & Year 1 pupils to have allergy awareness place mats at their table in the hall.
- Year 2 onwards collect their own food from the kitchen hatch and there is a register of each class with known allergies clearly marked for catering staff to see.

Spare Adrenaline Auto-Injectors (AAIs)

The school will maintain spare, in-date AAIs in accordance with current guidance.

The Allergy Lead and Lead First Aider will ensure:

- Spare AAIs are readily accessible.
- Expiry dates are monitored.
- Replacement devices are obtained before expiry.
- Devices are available for emergency use on site and during educational visits where appropriate.

A central register of emergency medication will be maintained and reviewed regularly.