



Company Registered Number: 8517255

St John's Primary School

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Allergy Policy

Statement of Intent: 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.

St John's Primary School is aware that children 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.

St John's Primary School's position is not to guarantee a completely allergen free environment, rather to minimise the risk of exposure, encourage/develop children's skills for taking responsibility for themselves in an age-appropriate way, and plan for effective response to possible emergencies.

The school asks parents to provide details of allergies in the child's enrolment form, which is submitted before starting school and these details are shared with all relevant staff including kitchen staff. Parents are asked to keep school updated on any changes or allergies which are identified after enrolment.

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:

- To minimize the risk of any child suffering allergy-induced anaphylaxis whilst at school.
- The establishment of effective risk management practices to minimise the student, 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:

- School Staff
- Parents / Guardians
- 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.

Minimized 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 plus location of Epipen.



Procedures and Responsibilities for Allergy Management:

General procedures:

When it is appropriate to establish individual health care plans, parents will be involved in writing the document.

Practices to effectively communicate a child's health care plan to all relevant staff will be established and maintained.

Staff will be trained in anaphylaxis management, including awareness of triggers and first aid procedures to be followed in the event of an emergency.

Children with severe food allergies will be educated in an age appropriate manner.

Medical Information:

The school will seek updated information for each class via medical form sent throughout the school year. Any change in a child's medical condition during the year must be reported to the school. For students with an allergic condition, the school requires parents / guardians to provide written advice which explains the condition, defines the allergy triggers and any required medication, this may include advice from a doctor (GP). The school will ensure that a health care plan is established where appropriate, and updated for each child with a known allergy. Teachers and Teaching Assistants of those students and key staff are required to review and familiarise themselves with the medical information. Action Plans with a photograph for any students with allergies will be posted in relevant rooms. Where students with known allergies are participating in school excursions, the risk assessments must include this information. If desired, the wearing of a medic-alert bracelet is allowed by the school.

Medical Information

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

Parents/ guardians are responsible for the provision and timely replacement of the Epipens.

Epipens are located securely in a student's named backpack in the school office.

Parents are responsible for providing, in writing, on-going accurate and current medical information to the school:

Parents are to send a letter confirming and 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 EpiPen, or the risk assessment deems it necessary, a health care plan must be completed.

It is the responsibility of the Parent to provide the school with up to date medication / equipment clearly labelled in a suitable 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 should be 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)

Staff's role

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

- If a child's Enrolment Form states that they have an allergy then an action plan is needed. It must be in place before the child starts attending sessions. A risk assessment may be carried out and any actions identified put in place.
- Upon determining that a child attending school has a severe allergy, information will be shared with all relevant staff as soon as possible, including the catering contractor, 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 by the school and where any medication is stored.

All staff are to promote hand washing before and after eating.

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.



As part of the staff first aid course, EpiPen use and storage has been discussed with relevant staff members.

- We may ask the parent 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. (eg taking allergy kits to forest school)
- Staff should liaise with parents about snacks and any food-related activities.

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

- If a protocol (health care action plan) is in place for the child this will be followed.
- We will delegate someone to contact the child's parents.
- If a child becomes distressed or symptoms become more serious 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 conjunction with the Medication Policy.
- If parents have not arrived by the time ambulance arrives, a member of staff will accompany the child to hospital.

Role of other parents

- The school will request that snacks and lunches brought to the school by other parents be in line with the expectations of the school and be nut free.

Reviewed September 2017

