



*"Inspiring a love of lifelong learning"*

# Allergy and Anaphylaxis Policy

**Policy date: February 2024**

**Review date: February 2027**

Learning at Charville is underpinned by our Core Values

Respect

Independence

Self-belief

Honesty

Caring

Determination

## Contents

Section	Contents	Page
1.	Scope	3
2.	Aim	3
3.	Anaphylactic Shock	3
4.	Symptoms of an allergic reaction	3
5.	Medications	4
6.	Parent/Carer Responsibilities	5
7.	Academy Staff Responsibilities	5
8.	Food Management	6
9.	Allergy medication procedure during the lunchtime period	7
10.	School Trips Offsite	7
11.	Adults with allergies	7
12.	Equal Opportunities	7
13.	Related Policies	8

## 1. Scope

Allergies and resulting anaphylaxis are conditions which affect a range of individuals including pupils, staff and volunteers across the Academy to different extents. Appropriate care is essential to ensure the health and safety of all those diagnosed with an allergy.

## 2. Aim

This policy contains the guidance and procedures to be followed when caring for pupils with allergies and potential anaphylaxis to ensure:

- Full participation in all aspects of school life and reduced absence
- Staff have a clear understanding of the procedures to follow in the event of a child having an allergic reaction
- To ensure immediate access to required medications
- To keep accurate records of children's medication.

This policy also contains guidance for adults with allergies and potential anaphylaxis.

## 3. Anaphylactic shock

Anaphylactic shock is a severe life-threatening medical emergency condition. It is the result of a severe allergic reaction.

A reaction can develop within minutes of exposure to the allergen or there could be a delayed reaction. With awareness, planning and updated information a reaction can be treated effectively by using an adrenaline auto injector which is injected by trained personnel into the muscle of the outer mid-thigh.

Possible triggers can be the sting of a certain insect, e.g. bee, ingestion eating for example a peanut, skin or airborne contact with an irritant. Peanuts are one of the foods that can cause a severe allergic reaction but there are of others e.g. egg, fish, tree nuts, kiwi fruit etc.

## 4. Symptoms of an allergic reaction

Symptoms of a mild-moderate allergic reaction:

- Swollen lips, face or eyes
- Itchy/tingling mouth
- Hives or itchy skin rash
- Abdominal pain or vomiting
- Sudden change in behaviour.

### Symptoms of a severe reaction/anaphylaxis could include:

- Difficulty in breathing – severe asthma or asthma like symptoms, including a cough
- Swelling of the mouth and throat
- Hives anywhere on the body or generalised flushing of the skin
- Difficulty in speaking or swallowing
- Abdominal pains/cramps, nausea and vomiting
- Sudden feeling of weakness
- Change in heart rate (fast pulse)
- Sense of impending doom which could manifest as anxiety/panic
- Collapse and unconsciousness which can potentially be fatal.

## **5. Medications**

An individual with allergies may be prescribed with a range of medications including:

- Antihistamines e.g. Cetirizine or Piriton
- Adrenaline autoinjectors e.g. Jext, Emerade or Epipen
- Inhalers e.g. Emergency Salbutamol

Parents/Carers are required to provide the following if listed on their child's care plan:

- 2 x adrenaline auto injectors – One in the classroom and one in welfare
- 1 x inhaler and spacer – Classroom
- 2 x antihistamine plastic bottles - One in the classroom and one in welfare
- 1 x care plan

Antihistamine only care plan will require x1 bottle of antihistamine.

In Nursery allergy medications will be stored in the Nursery medical room.

The medication must be prescribed to the child concerned. There must be a visible expiry date. Children who only require antihistamine medication will have medication stored in the medical room with their care plan.

Medications are appropriately stored and easily accessible in a secure location for designated staff members. They should not be locked away.

Classroom/Nursery allergy boxes will move around the school with the class/child including being taken to assembly, the library, the hall and other lessons.

Where possible pupils are encouraged to administer their own medications under the supervision of an adult however, we recognise that in the event of an allergic reaction, particularly a severe one medication is likely to require administration by an adult. Where the school has an allergy care plan and prescribed medication is provided this is deemed to be consent for staff to administer the medications if required.

Any medication administered to a child will be recorded on CPOMs and the parent/carers informed via a message on Arbor/phone call depending on the severity of the situation.

Staff receive allergy and anaphylaxis information sessions on a yearly basis from the School Nurse. Care plans detailing individual pupils' medication plans are stored with the medication.

## **6. Parent/Carer responsibilities**

The academy must be provided with the child's allergy care plan from the Hospital Allergy Team or the GP. This may be provided by the parent/carer or sent directly to the school by the hospital.

All medication, as stated on the allergy care plan, must be handed to the Welfare Officer.

It is the parent/carer's responsibility to replace any out-of-date medication as soon as they are notified of its expiry.

Parents/carers are also required to keep the school informed about any changes in their child's allergies or care plan.

Educate their child in allergy self-management, including what foods are safe and unsafe, how they can avoid allergens, how they can spot the symptoms of an allergic reaction, how and when they should tell an adult of any reaction and how to read food labels.

Parents/carers are expected to communicate with the Welfare staff about their child's condition immediately if there are any changes as staff will need to be updated.

Parents/carers who provide a packed lunch for their child are responsible for ensuring the packed lunch does not contain items or ingredients to which the child is allergic.

## **7. Academy staff responsibilities**

The Headteacher will ensure all staff can recognise symptoms; know what to do in an emergency and work to eliminate the use of allergens in the individual's meals, educational tools, arts and crafts and other curriculum projects.

In the event of any incident school Welfare will be informed immediately.

All trained staff will follow the child's care plan in the event of an allergic reaction.

Inform parents/ carers if any medication is administered.

In the event of an adrenaline auto injector being administered an ambulance will always be called and the parents notified immediately.

In the event of a pupil being identified with a severe allergy, which requires them to avoid contact with an allergen, school staff will work alongside parents/carers to ensure suitable provisions are in place to support this.

## **8. Food management**

We are an allergy aware school. The catering team refer to the allergen file for all identified children.

**We aim to maintain a nut free environment however we cannot guarantee that a product containing nuts will not come into school.**

When "nut" items are brought into school they are removed straight away, the area is cleaned and the child will be given an alternative item. The parents/carers of the child will be reminded that we do not allow nut products in school as we have children with severe nut allergies.

Children are reminded not to share or swap foods.

The Catering Manager liaises with parents/carers regarding known food allergies on an individual basis. The Catering Manager will adapt the child's meal where possible.

Only food that has been overseen by the school catering team or welfare staff will be given to the child.

Where children with allergies are participating in cooking or food activities in the classroom or during an after-school club the adult running this club will be informed of the allergy prior to the commencement of clubs. All ingredients are to be checked with the Catering Manager.

## **9. Allergy medication procedure during the lunch time period**

At lunch times the antihistamine/adrenaline auto injector boxes will be taken to the canteen by a member of staff and stored in a box by the Catering Manager. The boxes will be collected by an adult after lunch and taken back to the classroom.

The exception will be Nursery classes who will have an adult/SMSA take the boxes back to class as soon as the child finishes their dinner and leaves the canteen.

## **10. School trips off site**

The academy will complete a risk assessment for all off site trips. The children with allergies will have their allergy medication, along with the care plan, accompany them on the school trip. Allergy medications will be carried by the staff member responsible for the child's group. This also includes their back up allergy medication which is stored in the Medical Room. Wherever possible a first aider will accompany each trip.

## **11. Adults with allergies**

Staff members, volunteers and other adults in school are requested to notify the Academy of their allergy and who to contact in the event of an emergency.

Adults with allergies are responsible for ensuring they have access to prescribed medication whilst on the school site. It is advised that they make either the welfare staff or a close colleague aware of the location of any medication.

Adults with allergies should be aware of any known allergens and ensure appropriate actions are taken to mitigate any risks. Where a particular risk is identified adults should ensure the Welfare Officer is aware of this.

It is advised that adults with allergies/who experience anaphylaxis declare this on their medical form and give it to the Welfare Officer. It is also advised to provide details of an emergency contact.

## **12. Equal Opportunities**

At Charville Academy we recognise the need to ensure individuals with allergies have equal opportunities across all school-based activities.

### **13. Related Policies**

- Special Medical Needs Policy
- First Aid Policy

**Written by:** Louise Innes, Inclusion Manager

**Approved by:** FGB

**Date approved:** February 2024

**Review Date:** February 2027