



TROTTS HILL PRIMARY SCHOOL AND NURSERY

Food Allergies Policy

Last review: March 2015
To be reviewed: March 2017

Adopted by Governors:

Date:.....

The school is committed to pupil safety and therefore has created this policy to reduce the risk of children having allergy related events while in its care.

Aims

- To reduce the likelihood of a pupil with a known food allergy displaying a severe reaction to a specific food while in school.
- To foster an understanding of and sense of responsibility for the specific needs of the individual members of the school community.
- To create an awareness of the action to take should someone with a severe food allergy display its symptoms.

On entry to the school parents are required to inform the school of any known food allergies that their child has.

This information is entered on the schools data base from the enrolment form.

Parents of allergy children will be given a copy of this policy.

Parents should update this information if an allergy is diagnosed at any stage in their child's education.

Parents will be given a yearly reminder at the end of the academic year to update allergy information and equipment.

Parents must advise the school of the action that should be taken if their child develops the symptoms of an allergic reaction while in school.

All members of staff are given the names of children who have specific food allergies through the confidential information sheets issued at the beginning of each school term. Photographs of pupils with severe food allergies are displayed in the staff room, the canteen supervisor's office, the child's classroom and the dining room. These will include details of action to be taken in the event of a reaction.

The school will provide training to enable staff to recognise the symptoms of an allergic reaction and to respond appropriately.

All staff have been trained in the use of the EPIPEN should a child with a known food allergy go into anaphylaxis.

All parents are advised to ensure that their child does not bring nuts or foods containing nuts into school. Parents should send fruit or vegetable snacks or snacks that are store bought and have an ingredients list on the food label.

Parent's role:

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, an Individual Health Care Plan must be completed and signed by the parents.
- * It is the responsibility of the Parent to provide the school with up to date medication / equipment clearly labelled in a suitable container with their child's photo on.
- * 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 are 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 requiring an EpiPen then an Individual Health Care Plan is needed. It must be in place before the child starts attending sessions.
- * 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.
- * Every term the senior TA will organise a cluster meeting for year 2-6 children with allergies to support and discuss any concerns or worries that they may have and to reinforce their responsibility in being vigilant about their allergy.
- * All staff including students and supply staff that come into contact with the child will be made aware of what treatment/medication is required by the class teacher or the school office staff and where any medication is stored. Breakfast club and After School Care club staff are also aware and are suitably trained.

- * Class teachers will discuss allergy information with all children in the class so that they are all aware of their class mates allergies and the need to be vigilant.

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

- * Booster group and snack time biscuits and snacks 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 or other allergens.
- * All tables are cleaned with an approved solution.
- * Children are not permitted to share food.
- * As part of the staff training, Epipen use and storage has been discussed.
- * 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.
- * Staff should liaise with parents about snacks and any food-related activities e.g. cooking.

Actions

In the event of a child suffering an allergic reaction:

- * 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 administering medications guidelines in the Health & Safety 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

- * Snacks and lunches brought to the school by other parents should be peanut and nut free.
- * The school will ensure that parents are regularly reminded and will monitor the contents of lunchboxes and snack.
- * Any birthday treats provided for classes by parents should be wrapped; store bought treats and should be nut free. These will be handed out at the end of the day for parents to decide if their child is allowed to eat them.