



Eccleston C.E. Primary School

*Let Our Light Shine*

## Allergy Procedures

Pupil Welfare and Safeguarding Committee

Reviewed: Spring 2020

Approved by Pupil Welfare and Safeguarding Committee: Spring 2020

Approved by Full Governing Body: Spring 2020

Signed by Chair of Governors:

**ECCLESTON CE PRIMARY SCHOOL**  
**ALLERGY POLICY**

- 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
- Eccleston CE Primary School is aware that staff and children who attend may suffer from food, bee/wasp stings, animal or nut allergies and believe that all allergies should be taken seriously and dealt with in a professional and appropriate way
- Eccleston CE Primary School does not guarantee a completely allergen free environment, rather to minimise the risk of exposure, encourage self-responsibility and plan for effective response to emergencies
- Eccleston CE Primary School is committed to children not sharing food or drink
- Parents are asked to provide details of allergies on admission to our school

## **ALLERGY MANAGEMENT**

### **Medical Information**

- Parents should inform school of any allergy risk as soon as it is diagnosed or before starting school as appropriate
- For children with a food allergy, parents will be asked to complete a food allergy risk assessment form.(See appendix 1) This will enable parents to explain the condition, define any allergy triggers and any required medication. If needed, additional written or oral advice will be obtained from a doctor or allergy nurse
- Any change in a child's medical condition during the year must be reported to the school

### **Epipens**

Where Epipens are required;

- Parents or guardians are responsible for the provision and timely replacement of the Epipens. Two Epipens are required.
- Epipens will be located in the classroom where the child is based -out of reach of children but quickly accessible for staff

- Epipen training will be refreshed for all staff as soon as possible after a child is prescribed one

### **Food Allergy Risk Assessment Form**

This should be completed as soon as possible by parents and will include the following information;

- 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 an allergic reaction, including any medication to be used and how it is to be used
- Control measures e.g. how the child can be prevented from contact with the allergen

### **Parents' Role**

- To complete a food allergy risk assessment form
- If a child has been prescribed with an Epipen this must be provided and updated as necessary. Medication should be sent into school clearly labelled in the original container
- To provide up to date contact information
- To provide appropriate food to be consumed within school
- To liaise with school staff concerning snacks or food related activities such as cooking of science experiments
- To provide a GP letter outlining the allergy requirements for the school kitchen

### **Staff Role**

- School will ensure a meeting is set up to establish further details and to complete a food allergy risk assessment form
- 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
- All staff will promote hand washing before and after eating
- To ensure children do not share food in school

- To liaise with parents about snacks and any food related activities such as cooking or science experiments
- Our school cook is fully trained in allergen awareness and special diets and forms a partnership with the school to ensure pupils with recognised allergenic requirements and not put at risk by offering alternative food choices where appropriate
- Our school cook will provide a tailored diet sheet for pupils diagnosed with allergens which will be submitted for the catering management team
- Any information concerning children suffering from allergens will be displayed in the staff room, office and school kitchen
- Staff will be updated concerning children suffering from allergens on a regular basis but at least twice a year
- Any medication will be taken on any school trips
- Parents' contact details will be stored with any appropriate medication as well as being displayed in the school office, kitchen and staffroom

**IN THE EVENT OF A CHILD SUFFERING FROM AN ALLERGIC REACTION;**

- We will delegate someone to contact the child's parents
- We will dial 999 if appropriate
- We will keep calm and make the child feel comfortable
- If medication is available it will be administered
- If parents or a responsible adult have not arrived by the time the ambulance arrives a member of staff will accompany the child to hospital

Appendix 1

Food Allergy Risk Assessment Form

Eccleston CE Primary School

Food Allergy Risk Assessment

Name of Child \_\_\_\_\_

Date of Birth \_\_\_\_\_

Nature of allergy (What is your child allergic to and how will this show?)

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What to do if child has a reaction

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Details of any medication

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Emergency Contact Information

1.

2.

3.

Is there anything we can do in school to prevent a reaction?

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**PLEASE ENSURE ALL MEDICATION IS UP TO DATE AND CLEARLY LABELLED IN THE ORIGINAL CONTAINER**