

ALLERGY POLICY

Named Governor for Allergy Safety: Mrs V Williams

Named Member of the SLT for Allergy Safety: Mrs M Havelock

The Principles of our school Allergy Policy

- The School recognises that anaphylaxis is a serious condition affecting many children and adults
- The school will ensure children with severe allergies participate fully in all aspects of school life including PE
- Recognises that immediate access to their own prescription Epi-Pen (an Adrenaline Auto Injector - AAI) and school spare Epi-Pen is vital. Parents/Carers are responsible to make sure they have their AAI with them to school if they bring them in on a daily basis, or the school has been provided with an in-date AAI.
- Keeps records of children with severe allergies and the medication they may require in an emergency
- Ensures the school environment is favourable to children with severe allergies
- Ensures that other children understand about allergic reactions
- Ensures all staff who come into contact with children with severe allergies know what to do in the event of a severe anaphylaxis/allergic reaction
- Will work in partnership with all interested parties including all school staff, parents, governors, doctors and nurses, and children to ensure the policy is implemented and maintained successfully

This policy has been written with advice from the Department of Health, the local education authority, the school health service, parents/carers, the governing body and pupils

1. This school recognises that anaphylaxis can be a life-threatening condition affecting many adults and children but positively welcomes all pupils with severe allergies.
2. This school encourages children with severe allergies to achieve their potential in all aspects of school life by having a clear policy that is understood by school staff, their employers (the local education authority) and pupils. Supply teachers and new staff are ALSO MADE AWARE OF THE POLICY. Members of staff are provided with AAI training on a regular basis. The school office has a list of school staff trained in this area.

Medication

Immediate access to an AAI is vital. Older children could be encouraged to carry their AAI's as soon as their parents/carer, doctor, nurse or class teacher agree they are mature enough to manage their own medication. Records are kept each time an AAI is used.

Immediate access to an AAI is vital. Records are kept each time an AAI is used. The AAI's of EYFS and KS1 children are kept in their individual classroom in a labelled medical bag kept on the back of the door. KS2 children will wear their medication in a discreet bum bag and return it to the class bag at the end of each school day.

All AAI's must be labelled with the child's name and expiry date by the parent/carer. School staff will be required to administer one or two AAI's to children in an emergency. School staff who agree to do this are insured by the local education authority when acting in accordance with this policy.

All AAI's must be labelled with the child's name and expiry date by the parent/carer. Designated school staff will be required to administer one or two AAI's to children in an emergency. School staff who agree to do this are insured by the local education authority when acting in accordance with this policy.

Record Keeping

At the beginning of each school year, or when a child joins the school, parents/carers are asked to inform the school if their child has severe allergies and has a Doctor's prescription for an AAI (Epi-Pen). All parents/carers of children with severe allergies are required to complete an Individual Health Care Plan (IHCP) and return it to the school. Any medical training needs are accessed from information provided, it is then signed and returned to parents/carers. This information is saved and shared with relevant staff.

The school uses Medical Tracker for record keeping and this allows the school to keep a risk register, track any medical incidents and expiry dates and also notify parents/carers of any incidents. If any changes are made to a child's medication it is the responsibility of the parents/carer to inform the school. If a child attends an externally organised club or activity within the school, it is the parents/carers responsibility to liaise with the organisation directly regarding medication and need.

Oldfield Primary School holds four emergency AAI's; two junior pens and two older children's pens as per 'Guidance on the use AAI's in school'. These are kept in separate wallets in a labelled cupboard in the First Aid Room. All staff have been trained to administer the emergency AAI and there are pictorial and written instructions around the school describing the recognition and management of an allergic reaction/anaphylaxis.

Parents/carers of children with severe allergies are sent an email asking permission for the emergency school spare AAI to be used in the event that their own auto injector is not available, or if the individual has only one AAI in school and a second dose is required. Parents/carers will be immediately informed by phone if their child has used their own and/or the school spare AAI.

At the beginning of each school year, medication that comes into school is logged onto Medical Tracker by the office team. Once it is logged, Medical Tracker will send an automatic email when the medication is about to expire. Each classroom has a named medical bag that is kept on the back of the classroom door. All medication is kept in this bag for EYFS and KS1. In KS2 the children wear the medication on their person in a discreet bum bag. The bum bag is put into the class medical bag at the end of each day on the back of the door. A copy of each IHCP will also be kept in the classroom medical bag.

The class medical bag will be taken to break times, lunchtimes and outside PE lessons. All staff will be equipped with a whistle to draw attention if they need assistance.

All staff members are responsible for acquainting themselves with the triggers of a possible allergic reaction for each individual child in their care. They will find this information in the IHCP. All children with significant medical needs have medical alert cards which are kept in a folder on a high shelf in the breakout spaces outside classrooms.

School Trips and Outside Activities

When a child is away from the school classroom on a school trip, club, outside sport or PE, their AAI should accompany them and be made available to them at all times.

A risk assessment of allergy safety will be carried out for all school trips and monitored by the Educational Visit Advisor (EVA).

The School Environment

The school does all that it can to ensure the school environment is favourable to children with severe allergies, including being a nut-free school. The school does not keep furry and feathery pets and has a non-smoking policy. As far as possible the school does not use chemicals in science and art lessons that could be potential triggers for children with allergies.

Ensuring the Wellbeing of Pupils with Allergies.

The wellbeing of our pupils with medical needs is very important to us. The school ensures that all children understand about allergic reactions through assemblies. Allergies can also be included in national curriculum lessons. Children with severe allergies and their friends are encouraged to learn about allergies; information for children and teens can be accessed from the following website: www.gov.uk - 'supporting pupils at school with medical conditions' or www.allergy.uk

Anaphylaxis Attacks and Emergency Procedure

The school follows the following procedure, which is clearly displayed in all classrooms.

1. The pupil should be administered their AAI as soon as possible, as well as antihistamine (depending on the child's IHCP).
2. If there is no improvement after five minutes, a second AAI will be administered.
3. If an AAI has to be administered, a member of staff is sent to the office immediately to call an ambulance and the parents/carers.
4. Stay calm and reassure the child.
5. In the event of a pupil being taken to hospital by ambulance, they should always be accompanied by a member of staff, until a parent/carer is present. The spent AAI should be given to the Ambulance crew for disposal.

If there is an incident or a near-miss, staff reflect and review actions and outcomes to ensure best practice.

This policy will be reviewed on an annual basis.

AAI – Adrenaline Auto Injector