



## **GRIMSDYKE SCHOOL GUIDELINES FOR MANAGING STUDENTS WITH ALLERGIES**

### **Introduction:**

*Allergic reactions occur when a person encounters something, e.g. a food, bee/wasp sting, material such as latex or situation such as exercise, which triggers an allergic or immune response. A person can be sensitive to an allergen if it is ingested, if it is touched or in some cases as a reaction to airborne particles given off by the substance. The most severe response is anaphylaxis and allergies which trigger this kind of response can be life threatening. Successful management of allergies in the school setting requires the cooperation of students, parents, and medical staff to minimize risks and provide a safe educational environment for allergic students.*

### **Family's Responsibility**

- *Notify the school of the child's allergies including the severity of the reactions and update the school of any changes in medical advice after re-testing or new food/ material challenges. In particular, they must notify the school of any reaction classified as anaphylactic.*
- *Work with the school team sharing a care plan provided by the health service or where that has not been issued, developing a care plan that accommodates the child's needs throughout the school including in the classroom, in the canteen, in extra-curricular activities and on school trips.*
- *Provide written medical documentation, instructions and medications as directed by a doctor.*
- *Provide properly labelled medications e.g. EpiPen, antihistamines and inhaler and replace medications after use or upon expiration. Students with a known allergy who have been prescribed an epiPen may not attend school or any school activity such as a trip without an epiPen within date being accessible to school staff responsible for their welfare.*
- *Educate the child in the self-management of their allergy including:*
  - o safe and unsafe foods/materials/situations*
  - o strategies for avoiding exposure to unsafe foods/materials/situations*
  - o symptoms of allergic reactions*
  - o how and when to tell an adult they may be having an allergy-related problem*
  - o how to read food/ warning labels (age appropriate)*
  - o how to use an EpiPen (age appropriate)*

- Notify the school of any reactions suffered outside of school*
- Review policies/procedures with the school staff, the child's doctor, and the child (if age appropriate) after a reaction has occurred at home or at school.*
- Provide up to date emergency contact information.*

### *School's Responsibility*

- Review the health records submitted by parents and medical staff.*
- Record a student's allergy status and their individual healthcare plan on their central (Arbor) record.*
- Include allergic students in school activities. Students should not be excluded from school activities solely based on their allergy. However as good practice, a child with a food allergy should not be trying a new food in school for the first time.*
- Notify parents and perform a risk assessment when activities involving potential allergens are happening in school and seek information to inform planning.*
- Identify a member of staff to manage medication, plans and liaise with families and physicians (Welfare Officer- Mrs Zarna Patel).*
- Where a student has an identified food allergy, provide information about the school catering offer to support families in making appropriate choices. Menus will be provided in advance. School will also be responsible for clear food labelling and sharing with students which options are allergen free.*
- Ensure that all staff who interact with the student on a regular basis understands allergies, can recognize symptoms, plans to avoid contact within the school setting and knows what to do in an emergency.*
- Ensure staff working with students are aware of their allergy status.*
- Display allergy information with photographs of the students to ease identification in the medical room and canteen(studio).*
- Coordinate with the school nurse to be sure medications are appropriately stored, and be sure that an emergency kit is available if student is going on a trip.*
- Notify parents when allergy medications in school are about to reach their expiration date so that they can be replaced. (Notification should be sent 4 weeks before the expiry date.)*
- Ensure medications are easily accessible to the student and staff working with them. A student's medication will be kept in a medication bag in the classroom which is to be taken with the class when visiting other locations in school.*
- Keep generic medication in an easily accessible central location known to all staff. This medication to be used if a student with a prescription has a reaction and their own medication is not available for some reason.*

- Designate school personnel who are properly trained to administer medications including antihistamines, inhalers and epipens.
- Organise annual training (usually from the school nurse) for all staff to ensure they are up to date with best practise in care for students with allergies.
- In case of an anaphylactic reaction, the school will call an ambulance immediately
- To administer epipens in line with medical advice and training – ensuring an ambulance is called when an epipen has been used. The time that the Epipen is used will be noted. The used Epipen and care plan will accompany the child to hospital. A member of staff will accompany the child to hospital. The parents will be notified as soon as information can be provided.
- Review plans with parents/guardians, student (age appropriate) and medical staff after a reaction has occurred at home or at school.
- Discuss field trips with the family of the allergic child where appropriate to decide appropriate strategies for managing the allergy.
- Take threats or harassment against an allergic child seriously.

### Student's Responsibility

*Students with a known allergy:*

- Should not trade or share food with others if they have food allergies.
- Should not eat anything with unknown ingredients or known to contain any allergen if they have food allergies.
- Should be proactive in the care and management of their allergies and reactions based on their developmental level.
- Should tell an adult immediately if they eat or come into contact with something they believe may contain the food/material to which they are allergic.
- Should always tell an adult if they feel unwell so that an assessment can be made.
- Should always tell an adult if they feel unsafe or excluded as a result of the actions of others in regards to their allergy status.

*This policy should be reviewed annually*

*Review: Nov 2022*

*Next Review: Nov 2023*

