

Allergy and Anaphylaxis Policy

Member(s) of staff responsible	
Governor responsible	
Sub-Committee responsible	
Date agreed with staff	
Date discussed with pupils	
Date agreed at Sub-Committee	
Date approved at Governing Body	
Frequency of policy review	
Date next review due	

Document Version Control

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1.0	Nov 2011	Original Issue

Warden Hill Primary School

KEY CONTACTS WITHIN WARDENHILLPRIMARY SCHOOL

DESIGNATED ALLERGY CO-ORDINATOR

NAME: Mr T.P.Hiatt (Headteacher)

NOMINATED GOVERNOR FOR ALLERGY

NAME:

CONTACT NUMBERS: 01242

EMAIL:

KEY CONTACTS WITHIN THE LOCAL AUTHORITY

Public Health Nurse

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AIMS

Through this policy Warden Hill Primary School aims to:

- safeguard and protect the wellbeing of pupils in the main but also staff and other adults on the school premises.
- raise awareness of the signs and symptoms of allergic reaction and to follow the procedures.
- promote aspects of “Every Child Matters” and “Allergy and Anaphylaxis in schools” with regard to mental, emotional and physical health
- make explicit the school’s commitment to the development of good practice and sound procedures when dealing with allergies.
- provide a clear direction to staff and others about expected behaviour when dealing with allergies and allergy issues, in particular inclusion.
- ensure that any mental, physical or emotional issues are handled sensitively, professionally and in ways which support the needs of those involved.

SCOPE

This policy applies to all pupils, staff, governors and volunteers working in Warden Hill Primary School and focuses on several main elements

- Staff recruitment and selection – ensuring that all staff (including volunteers) who have unsupervised access to children, have been aware or trained in first aid (allergy response) procedures and protocols.
- Raising awareness of allergies and equipping children with the skills needed to keep them safe.
- Developing and implementing procedures for ensuring allergy is considered in all aspects of school life.
- Supporting children who have diagnosed allergy in accordance with his/her child protection plan.
- Establishing a safe and nurturing environment free from discrimination or bullying where children can learn and develop happily.

INTRODUCTION

From 2010, all children with long term medical conditions and /or significant disabilities should have an individual care plan (Healthy lives, Brighter futures, DH/DSCF 2009). Children at risk of Anaphylaxis may also be Asthmatic – refer to CP54 Asthma in Schools & Early Years Settings. For Schools these guidelines must be used in conjunction with DH/DFES (2005) managing Medicines in Schools and Early Year Settings.

In order to do provide a safe and positive environment a wide range of measures are put in place including this policy. These in the main include, health & safety, behaviour, anti bullying, equal opportunities, special needs, lesson planning, first aid, managing medicines and induction of new staff

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ROLES AND RESPONSIBILITIES

At Warden Hill Primary School the health, safety and welfare of the school community is of paramount importance. Parents send their children each day with the expectations that school will provide a secure environment in which their children can flourish. Teachers expect that children will arrive each day at school fit mentally and physically so that they can develop to the best of their ability in mind and body.

The Head Teacher/School Governors will,

In consultation with staff will be responsible for reviewing allergy management procedures.

Be responsible for ensuring that any child with severe allergy or previous suspected anaphylactic reaction has an Individual Health Care Plan / Emergency Action plan outlining management of the condition. It is their responsibility to seek advice from the Public Health Nurse for any elements that they are unable to resolve in the plans.

Ensure that a formal allergen risk assessment should be carried out as part of the school's Health and Safety risk assessment. Ensure measures are taken to reduce risks of an anaphylactic reaction for the pupil with allergies.

Also ensure that additional procedures are in place for off-site activities, interaction with other groups where trained teachers may not be leading on the activity.

Inform the School nurse on all children attending with allergies, who will provide the school with annual staff awareness session including a demonstration of use of adrenaline injectors. This need should be included in the school Health needs assessment.

Ensure at least 4 members of staff should be trained to give emergency medication.

Maintain regular communication with parents to have latest assessment of child's allergy triggers.

Ensure children wearing Medic-Aid bracelet wear them at all times including PE lessons

Ensure there is a safe, yet readily accessible, location for storage of medicine in particular Adrenaline injectors and ensure the location is communicated to all relevant parties.

Introduce and distribute colour coded (red for severe anaphylactic children and green for allergic children) emergency procedures and protocol sheets for teachers and lunchtime staff (alternatives to colour coding for staff who are colour blind) to increase awareness and support for allergic children.

Governors will

Ensure that Warden Hill Primary School has a designated and trained governor for allergy and anaphylaxis

Ensure that this policy on Allergy and Anaphylaxis is reviewed annually and is in line with Gloucestershire County Council's policy.

Monitor and evaluate the effectiveness of the school policy

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Ensure that all staff/volunteers are trained in allergy first aid and epipen administration.

Ensure that staff with known anaphylactic children are given priority training on awareness and emergency first aid.

Develop and then follow procedures when an allergic reaction occurs within school to minimise reoccurrence.

The headteacher will

Ensure that all staff and volunteers understand their responsibilities in being alert to, and acting appropriately in, cases of allergic reaction.

Ensure that all staff, governors and volunteers understand that there is a procedure to be followed in dealing with allergy and anaphylaxis. This procedure must be followed on all occasions. All staff should be made aware of this process.

Ensure that the school has a designated teacher for allergy and anaphylaxis

Ensure that the designated teacher receives appropriate training and that this training is disseminated to all others in the school

Ensure that parents understand the school's responsibilities in relation to allergy and anaphylaxis by setting out the essence of this policy and the school's commitment in the school prospectus. Parents and carers need to be aware of their responsibilities in providing details and updates regularly to the school of known allergies of anaphylactic conditions, and providing prescribed medication to the school.

School Employees are

Insured by the Local Authority to give medication such as anti-histamines (Chlorphenamine – also known as Piriton) for allergic reaction, or Adrenaline (via an auto-injector) provided they follow these guidelines, have received appropriate training, and carry out care as per the child's individual care plan / emergency Action plan. Staff should not take unnecessary risks and should phone NHS Direct or 999 Emergency services for advice.

School Employees will

As far as possible consider reducing exposure to allergic reaction in the planning of activities in school to minimise the opportunity for allergy reaction .i.e. review all substances to be used to ensure no potential allergens are contained within seemingly harmless substances e.g. washing up liquid, glues, latex gloves, outdoor equipment which may have latex coatings, bird feeders, materials for science and craft lessons.. Consider inclusive alternatives for children who have allergies where the activity may not be suitable, i.e. cooking, and inform parents accordingly to assess if alternative ingredients, equipment are available.

School employees will

Establish and maintain an environment where children feel secure, encouraged to talk and are listened to. Encourage sensitively awareness in the classroom so that risks are minimised.

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School employees should

Exploit opportunities within in the P.S.H.C.E. curriculum, opportunities for children to develop the first aid and alert skills they need to recognise. Encourage activities during allergy awareness week to raise general and specific awareness.

School employees will

Provide a caring environment and a curriculum where self esteem can be nurtured and, as such, staff will adhere to other related school policies, i.e. Behaviour Policy, Bullying Policy, Equal Opportunities Policy etc.

The designated teacher will

Ensure that every member of staff, (including volunteers and governors) knows who the designated teacher is and where to find them. .

Maintain his or her own knowledge and awareness of the issues, policy and practice of allergy and anaphylaxis such as through regular attendance at appropriate training courses and meetings.

RAISING THE PROFILE OF 'ALLERGY AND ANAPHYLAXIS POLICY'

The following are ways in which the policy will be promoted throughout the whole school community.

- A copy of this policy will be given to all school employees.
- Regular item on staff meeting agendas
- Through the curriculum mainly in lessons on Personal, Social, Health and Citizenship Education.
- Open discussions during class circle time and school council meetings.
- Continue to promote an ethos in school of mutual respect, openness and fairness where staff are seen as approachable and always willing to listen.
- The policy is outlined in the school prospectus and designated staff and governors are identified.
- Designated staff will advise and support children, colleagues and volunteers.
- Policy to be put on school website.
- Policy is reviewed annually.
- The details of the school allergy and anaphylaxis policy is included in the 'Welcome' document for all new staff..

USE OF THE SCHOOL PREMISES BY OTHER ORGANISATIONS

- Where services or activities are provided separately by another body, using the school premises, the Governing Body will seek assurance that the body concerned has appropriate policies and procedures in place in regard to allergy and anaphylaxis protection.

USEFUL FURTHER REFERENCES

- Department for Education and Skills / Dept of Health (2005) managing Medicines in Schools and Early Years Settings
- Dept of Health (2004) Every Child matters: change for children

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- Dept of Health / Dept for Children, Schools and Families (2009) Healthy Lives, brighter futures: The strategy for children's and young people's health.
- Dept of Health (2009) The Healthy Child Programme: from 5-19 years
- Dept of Health / DFES (2005) Managing Medicines in Schools and Early years settings
- Gloucestershire PCT (2008) Emergency treatment of Anaphylactic Reactions.
- Gloucestershire County Council (2011) Allergy and Anaphylaxis in Schools & early Years settings within Local Authority. CP53
- Gloucestershire County Council (2011) Asthma in Schools & Early Years settings within Local Authority. CP54
- School Healthcare Professionals Resource at www.medicalconditionsatschool.org
- Additional information : Anaphylaxis campaign www.anaphylaxiscampaign.org and AllergyUK.org

POLICY REVIEW

- The Governing Body is responsible for ensuring the annual review of this policy and
- Ensuring that the list of key contacts on the cover sheet is kept up to date.

Date agreed: January 2012

Designated teacher Mr T.P.Hiatt

Headteacher / Chair of Governors.....

Date of next review: January 2013