**ONE INTERNATIONAL SCHOOL ALLERGIES POLICY**

**STATEMENT OF INTENT:**

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.

ONE International School are aware that children who attend may suffer from food, bee/ wasp stings, animal or nut allergies and we believe that all allergies should be taken seriously and dealt with in a professional and appropriate way.

ONE International School is not in a position to guarantee a completely allergen free environment but rather to minimise the risk of exposure, encourage self-responsibility, and plan for effective response to possible emergencies.

The British Statutory Framework states that the provider must obtain information about any dietary requirements/allergy. As such, parents are asked to provide details of allergies in their child’s Registration Forms, which must be submitted before a child is permitted to start school.

**AIM:**

The intent of this policy is to minimise the risk of any child suffering from an allergic reaction or allergy-induced anaphylaxis whilst at school.

The underlying principles of this policy include:

* The establishment of effective risk management practices to minimise the student, staff, parent and visitor exposure to known trigger foods and insects.
* Staff training and education to ensure effective emergency response to any allergic reaction situation.

This policy applies to all members of the school community:

* School Staff
* Parents / Guardians
* Volunteers
* Supply staff
* Students

**DEFINITIONS:**

**Allergy** – A condition in which the body has an exaggerated response to a substance (e.g. food or drugs) also known as hypersensitivity.

**Allergen** – A normally harmless substance that triggers an allergic reaction in the immune system of a susceptible person.

**Anaphylaxis** – Anaphylaxis, or anaphylactic shock, is a sudden, severe and potentially life-threatening allergic reaction to food, stings, bites, or medicines.

**Epipen** – Brand name for syringe style device containing the drug adrenalin, which is ready for immediate inter-muscular administration.

**Minimized Risk Environment**- An environment where risk management practices (e.g. Risk assessment forms/allergy requirements table) have minimised the risk of (allergen) exposure.

**Administration of Medication Form** - A detailed document outlining an individual student’s condition treatment, and action plan for location and delivery metho of necessary medications e.g. Epipen (where required).

**PROCEDURES AND RESPONSIBILITIES FOR ALLERGY MANAGEMENT:**

**GENERAL**

The involvement of parents and staff in establishing individual Administration of Medication Forms.

The establishment and maintenance of practices for effectively communicating a child’s Administration of Medication plans to all relevant staff.

Annual staff training in anaphylaxis management, if needed, including awareness of triggers and first aid procedures, including Epipen training – by parents or the child’s physician.

Age appropriate education of the children with severe food allergies.

**MEDICAL INFORMATION**

Parents/Guardians must report any change in a child’s medical condition during the year to the school.

For students with an allergic condition, the school requires parents/guardians to meet with the First Aid Lead to write an Administration of Emergency Medication Plan which is checked by the Head Teacher.

The First Aid Lead will ensure that a Administration of Emergency Medication Plan is established and updated for each child with a severe/life threatening allergy.

Teachers and teacher assistants of those students and key staff are required to review and familiarise themselves with the medical information.

Action Plans for children with severe allergies and full allergy lists with a recent photograph of any students with allergies will be posted in all rooms.

Where students with known allergies are participating in school excursions, the risk assessments must include this information.

Where required, the wearing of a medic-alert bracelet is allowed by the school.

**MEDICAL INFORMATION (EPIPENS)**

Where Epipens (Adrenalin) are required in the Administration of Medication Plan:

Parents/guardians are responsible for the provision and timely replacement of the Epipens.

The Epipens are located securely in relevant locations approved by the First Aid Leader.

**PARENTS ROLE:**

* Parents are responsible for providing, in writing, on-going accurate and current medical information to the school.
* Parents are to complete the medical information, found on the registration forms confirming and detailing the nature of the allergic reaction and 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 contact with the allergen can be minimised.
* If a child has an allergy requiring an Epipen, or the risk assessment deems it necessary, an Administration of Medication Form 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.
* 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.
* 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 and safety regulations regarding food and drink.
* Staff are responsible for familiarising themselves with the children’s allergy lists, located in each classroom.
* The Head Teacher will determine if a ban on certain foods is needed after a consultation with the parent/guardian and health professional.  This will then be publicised to the whole school community.
* All staff who come into contact with the child will be made aware of what treatment/ medication is required by the First Aid Leader and where any medication is stored.
* All staff are to promote hand washing before and after eating.
* Snack time and lunch time are monitored by staff. 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.
* All tables are cleaned with an approved solution.
* Children are not permitted to share food unless as part of a planned activity that the teacher has risk assessed.
* We may ask the parent for a list of food products and food derivatives their 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.

**ACTIONS:**

In the event of a child suffering an allergic reaction:

* Check to see if there is an Administration of Medication Plan and follow instructions.
* If no Administration of Medication Plan is in place and the child is suffering serious symptoms follow the school’s Accident and Emergency procedures.
* Contact parent to advise or ask for advice if less serious symptoms.
* Calm the child