



# Allergens Policy

“Everyone who works with children should do what is in the best interests of the child.”

Article 3 United Nations Rights of the Child

This policy aims to set out our school's approach to allergy management, including reducing the risk of exposure and the procedures in place in case of allergic reaction. To make clear our school supports pupils with allergies to ensure their wellbeing and inclusion. To promote and maintain allergy awareness among the school community.

## **Allergy Lead**

We take a whole-school approach to allergy awareness. The nominated allergy lead is Mrs Sally Sleath. They're responsible for promoting and maintaining allergy awareness across our school community and recording and collating allergy and special dietary information for all relevant pupils

They are responsible for ensuring that all allergy information is up to date and readily available to relevant members of staff and that this is detailed within their medical care plan and on their electronic school records within the School Information Management System. All staff are aware of the school's policy and procedures regarding allergies and relevant staff are aware of what activities need an allergy risk assessment.

Student's adrenaline auto-injectors (AAI) are kept in a safe and secure location in the school and each AAI clearly states the student's name.

The Allergy Lead will also regularly review and update this allergy policy. They will also coordinate the keeping of all paperwork and information received from families relating to the allergy and the medication that is required.

## **Teaching and Support Staff**

Teaching and Support Staff will ensure that they are responsible for promoting and maintaining allergy awareness among pupils. They will maintain the awareness of the school's allergy policy and procedures and be able to recognise the signs of severe allergic reactions and anaphylaxis. Be aware of the staff who have specific training in anaphylaxis and be aware of specific pupils with allergies in their care.

Teaching and Support Staff will carefully consider the use of food or other potential allergens in lesson and activity planning and ensure the wellbeing and inclusion of pupils with allergies.

The designated member of staff who is trained to help pupils with AAIs in an emergency is Mrs Sally-Ann Fillieul.

## **Parents**

Parents are responsible for being aware of our allergens policy and they must provide the school with up-to-date details of their child's medical needs, dietary requirements and any history of allergies, reactions and anaphylaxis. Parents must provide the school with 2 in-date adrenaline auto-injectors and any other medication, including inhalers, antihistamine etc, and make sure these are replaced in a timely manner. These will be stored at room temperature (in line with the manufacturer's guidelines), protected from direct sunlight and extreme temperature. They will be kept in a safe and suitably central location to which all staff have access at all times but is out of the reach and sight of children.

AAIs can only be used once. Once an AAI has been used, it will be disposed of in line with the manufacturer's instructions.

Parents should consider the food they provide to their children as packed lunches and snacks and trying to limit the number of allergens included.

### **Pupils with and without allergies**

Pupils with allergies are responsible for being aware of their allergen and the risks they pose and where possible understand how and when to use their adrenaline auto-injector. Pupils without allergies should be aware of allergens and the risk they pose to their peers and ensure that they know to contact a member of staff in the case of an emergency.

The school will conduct a risk assessment for any pupil at risk of anaphylaxis taking part in lessons such as food technology, science experiments involving foods, crafts using food packaging and off-site events and school trips. They will also risk assess for any other activities involving animals or food.

### **Hygiene Procedures**

Staff will follow hygiene and allergy procedures when preparing food to avoid cross-contamination.

To manage the risk certain hygiene procedures will be followed including pupils being reminded to wash their hands before and after eating, not share food and it is necessary for pupils to have their own named water bottle.

### **Food Restrictions**

We acknowledge that it is impractical to enforce an allergen-free school. However, we would like to request that pupils and staff avoid certain high-risk foods to reduce the chances of someone experiencing a reaction. These foods include:

#### **Packaged Nuts**

Cereal, granola or chocolate bars containing nuts  
Peanut butter or chocolate spreads containing nuts  
Peanut-based sauces, such as satay  
Sesame seeds and foods containing sesame seeds

### **Catering**

Trinity School in conjunction with the Government of Jersey's Hot Meals team are committed to providing safe food options to meet the dietary needs of pupils with allergies. Government of Jersey Catering Staff receive appropriate training and are notified of pupils who are identified with allergies. School menus are available to view on the Trinity School website where they can follow links to access ingredients used in the hot meal programme.

Food allergen information relating to the "top 14" allergens are available on the myapetito website which can be linked through our school website.

### **Insect Bites/Stings**

To prevent an increase in insect bites and stings we will ensure that pupils wear their shoes outdoors at all times and that food and drink is covered and not left around whilst outside.

### **Animals**

We will ensure that pupils with animal allergies do not interact with animals and all children will always wash their hands after interacting with animals to avoid putting pupils with allergies at risk through later contact.

### **Support for Mental Health**

Should a pupil with allergies experience or need support for their mental health due to their allergy we will offer additional support through pastoral care and they will be able to check-in with their class teacher.

### **Events and School Trips**

No pupil with an allergies will be excluded from taking part in events inside and outside of the school. The school will plan accordingly for all events and school trips and arrange for the staff members involved to be aware of pupils' allergies and their medical needs. Appropriate measure will be taken in line with the schools AAI protocols for off-site events and school trips.

### **Register of Pupils with AAls**

The school will maintain details of pupils who have been prescribed AAls or where a doctor has provided a written plan recommending AAls to be used in the event of anaphylaxis. These details are held in the pupil's student record and on the School Information Management System. There is a photograph display in the staffroom of each pupil with AAls to allow a visual check to be made.

### **Allergic Reaction Procedures**

As part of the whole-school awareness approach to allergies, all staff are trained in the schools' allergic reaction procedure and to recognise the signs of anaphylaxis and respond appropriately.

There are designated staff members who are trained in the administration of AAls and if a pupil has an allergic reaction, the staff member will initiate the school's emergency response plan, following the pupil's medical care plan.

If the pupil has no allergy action plan, staff will follow the school's procedures on responding to allergy and if needed the school's normal emergency procedures will be followed.

If a pupil needs to be taken to hospital, staff will stay with the pupil until the parent arrives or accompany the pupil to hospital by ambulance.

If the allergic reaction is mild (e.g. skin rash, itching or sneezing) the pupil will be monitored and the parents informed.

KM/HR – March 2024/March 2025