



Allergy Management Policy

Policy Statement:

This policy outlines the procedures for managing allergies within Bill Quay Primary School to ensure that children with allergies are kept safe, and that all staff are aware of and understand the risks associated with food and other allergies. We aim to minimise the risk of allergic reactions by preventing exposure to allergens and providing a supportive environment for children with allergies.

1. Identifying Children with Allergies:

- **Parental Responsibility:** All parents and carers must provide up-to-date information regarding any known allergies or medical conditions when their child is admitted to the setting. This should include food allergies, drug allergies, insect stings, and any other relevant medical information.
- **Registration Forms:** Prior to starting Bill Quay Primary School, all parents are required to complete the allergy and medical condition section on the school admission forms, detailing the child's allergies, severity, and treatment protocols.
- **Health Care Plans:** If a child has known allergies, an individual healthcare plan will be created in collaboration with parents/carers, and where applicable, the child's healthcare provider. This plan will outline emergency procedures, medication required, and any necessary adjustments to routines.
- **Regular Updates:** Parents will be encouraged to update the setting about any changes to their child's allergy status or treatment plan regularly, or immediately if there is any change.

2. Understanding Food Allergies and Consequences:

- **Staff Training:** All staff will receive training in food allergy awareness and first aid, including recognising symptoms of an allergic reaction, understanding how to use an epinephrine auto-injector (e.g., EpiPen), and how to manage anaphylaxis. EpiPens will be kept in both the school office and the nursery.

- **Food Allergy Awareness:** All staff are familiar with the most common allergens (e.g., peanuts, tree nuts, dairy, eggs, gluten, shellfish, etc.) and their potential for causing severe reactions. Staff are also aware of cross-contamination risks.
- **Symptom Recognition:** Symptoms of an allergic reaction can include swelling of the lips, tongue, or face, difficulty breathing, rashes, hives, vomiting, or loss of consciousness. All staff must know how to respond to these symptoms promptly.
- **Emergency Procedure:** In the event of an allergic reaction, staff should follow the child's individual healthcare plan and immediately administer prescribed medication (e.g., antihistamine or epinephrine) if necessary. The child must then be taken to hospital via ambulance for further treatment. A designated staff member will contact parents immediately.

3. Minimising Risk and Preventing Exposure:

- **No Shared Food Policy:** Children with known food allergies will be placed in a setting where they do not have access to foods that may trigger a reaction. All parents and carers will be advised of the allergen-free policy, which applies to both packed lunches and snacks. Food products will not be sent home with children that include any allergens.
- **Labelling and Information:** All food served at Bill Quay Primary is carefully labelled, and ingredient lists are checked to ensure that allergens are not present.
- **Handwashing:** All children must wash their hands before and after eating to reduce the risk of cross-contamination. Handwashing will also be required after outdoor play or activities that may involve allergens (e.g. playing in a sandpit or touching certain materials).
- **Labelling Personal Items:** All children with allergies will have their personal belongings clearly labelled (e.g., lunch boxes, water bottles, and other items that may come into contact with food).
- **Involving Children:** Children, when age-appropriate, will be educated about allergies and the importance of not sharing food with others. This helps create awareness in the setting and fosters a supportive and considerate environment.
- **Allergy-Action Plan Posters:** Clear, visible posters will be placed in key areas of the school, outlining the signs of an allergic reaction and the procedure for managing anaphylaxis, ensuring that all staff, including temporary or visiting staff, are aware of the steps to take.

4. Emergency Procedure for Allergic Reactions:

- **Immediate Response:** If an allergic reaction occurs, the following steps will be taken:
 1. Stay calm and remove the child from the source of exposure.
 2. Administer the appropriate medication as per the child's healthcare plan (e.g., antihistamine, epinephrine).
 3. Call 999 for emergency medical assistance immediately, even if the reaction seems mild.
 4. Inform parents or guardians immediately.
 5. Record the incident, including the actions taken, in an accident report and notify the appropriate authorities as required.

- **Medical Support:** If a child has a severe allergy, staff will ensure that the child's healthcare plan is easily accessible, and a designated staff member will be responsible for monitoring and managing medication.
- **Post-Incident Review:** After an allergic reaction, a review meeting will be held with the parents/carers and staff involved to assess the effectiveness of the response and make necessary adjustments to reduce future risks.

5. Communication with Parents and Carers:

- **Regular Check-ins:** Parents and carers will be encouraged to regularly communicate with the setting about their child's condition, especially if any changes occur, such as new allergies or updated medical advice.
- **Food and Medication:** Parents will be responsible for ensuring that any prescribed medication (e.g., epinephrine auto-injectors) is in date, properly stored, and easily accessible to staff.
- **Allergy Awareness for New Staff:** When new staff join the setting, they will be provided with relevant allergy management information as part of their induction and be made aware of children with allergies before they begin their duties.

By adhering to this Allergy Management Policy, the EYFS setting will ensure the safety and well-being of all children, particularly those with known allergies. Through careful planning, effective communication, and appropriate staff training, we aim to minimize the risks associated with allergies while providing a supportive and safe environment for all children.