

## Robert Arkenstall Primary School Allergens Policy

**It is the aim of Robert Arkenstall Primary School to provide a broad curriculum and education of the highest**

This policy is published on the School and is available  
on request from the school office

|                    |                     |
|--------------------|---------------------|
| Governor Committee | Finance & Personnel |
| Reviewer           | K Bonney            |
| Ratified           | March 2022          |
| Review period      | 5 years             |
| Next review due    | March 2027          |

**Our school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.**

## Introduction

Robert Arkenstall Primary School recognises that a number of community members (pupils, parents, visitors and staff) may suffer from potentially life-threatening allergies or intolerances to certain foods.

Robert Arkenstall Primary School is committed to a whole school approach to the care and management of those members of the School community. This policy looks at food allergy and intolerances in particular.

The School's position is not to guarantee a completely allergen free environment, rather to minimise the risk of exposure by hazard identification, instruction and information. This will encourage self-responsibility to all those with known allergens to make informed decisions on food choices. It is also important that the School has robust plans for an effective response to possible emergencies. This policy has been created to ensure compliance under the Food Information for Consumers Regulation (1169/2011) which came into force in December 2014.

The School is committed to proactive risk food allergy management through:

- The encouragement of self-responsibility and learned avoidance strategies amongst those suffering from allergies.
- Menu planning, food labelling, stores and stock ordering and customer awareness of food produced on site.
- Staff awareness of food allergies/intolerances, possible symptoms (anaphylaxis) recognition and treatment.

The intent of this policy is to minimise the risk of any person suffering allergy-induced anaphylaxis, or food intolerance whilst at Robert Arkenstall Primary School or attending any School related activity. The policy sets out guidance for staff to ensure they are properly prepared to manage such emergency situations should they arise.

The common causes of allergies relevant to this policy are the 14 major food allergens:

- Cereals containing Gluten
- Celery including stalks, leaves, seeds and celeriac in salads
- Crustaceans, (prawns, crab, lobster, scampi, shrimp paste)
- Eggs - also food glazed with egg
- Fish - some salad dressings, relishes, fish sauce, some soy and Worcester sauces
- Soya (tofu, bean curd, soya flour)
- Milk - also food glazed with milk
- Nuts, (almonds, hazelnuts, walnuts, pecan nuts, Brazil nuts, pistachio, cashew and macadamia (Queensland) nuts, nut oils, marzipan)
- Peanuts - sauces, cakes, desserts, ground nut oil, peanut flour
- Mustard - liquid mustard, mustard powder, mustard seeds
- Sesame Seeds - bread, bread sticks, tahini, houmous, sesame oil
- Sulphur dioxide/Sulphites (dried fruit, fruit juice drinks, wine, beer)
- Lupin, seeds and flour, in some bread and pastries
- Molluscs, (mussels, whelks, oyster sauce, land snails and squid).

The allergy to nuts is the most common high risk allergy and, as such, demands more rigorous controls. **Therefore, in line with our Whole School Food Policy, Robert Arkenstall Primary School operates a 'No Nuts' policy throughout school. We ask that parents do not include nut products in packed lunch or snack boxes.**

However, it is important to ensure that all allergies and intolerances are treated equally as the effect on the individual which can be both uncomfortable and, potentially, life-threatening, if suffered.

## Definitions

|                          |   |
|--------------------------|---|
| <i>Allergy</i>           | A condition in which the body has an exaggerated response to a substance (e.g. food or drug), also known as hypersensitivity.   |
| <i>Allergen</i>          | A normally harmless substance that triggers an allergic reaction in the immune system of a susceptible person.  |
| <i>Anaphylaxis</i>       | Anaphylaxis, or anaphylactic shock, is a sudden, severe and potentially life-threatening allergic reaction to a trigger (food, stings, bites, or medicines).  |
| <i>Adrenaline device</i> | A syringe style device containing the drug adrenaline. This is an individual prescribed drug for known sufferers which is ready for immediate intramuscular administration.<br>This may also be referred to as an Epi-Pen / Ana pen or Jext which are particular brand names. |

## School Procedures

The School will establish clear procedures and responsibilities to be followed by staff in meeting the needs of pupils with food allergies, as with any additional medical needs. This process includes:

- School first-aider being involved with the parents and the child in establishing an individual medical Care Plan.
- Effective communication of the individual Care Plans to all relevant staff.
- Ensuring staff first aid training includes anaphylaxis management, including awareness of triggers and first aid procedures to be followed in the event of an emergency.

- Database of pupils with particular medical needs (including allergens) to be kept updated.

## Responsibilities

Medical information for pupils is private and confidential. However, it is the School's responsibility to pass any information on to the Catering Manager with regards to food allergies of pupils. Staff will be made aware of these pupils via:

- Staff training for employees in the kitchen (Food Allergy Awareness Training)
- A list with pictures will be sent out to all staff at the start of the school year outlining pupils with medical conditions. This will be updated and redistributed as necessary.
- Training for staff on anaphylaxis recognition and treatment as required.

Parents / Carers are responsible for supplying the relevant pupil medication (adrenaline device).

Pupils (with support from parents and staff) are responsible for ensuring that they have their medication available at all times.

The Catering Staff are also responsible for:

- Using only authorised suppliers and being the controlling point and contact for all purchases of food stuffs for School catering.
- Ensuring suppliers of all foods and catering suppliers are aware of the School's food allergy policy and the requirements under the labelling law.
- Ensuring suppliers of food stuffs are nut free or labelled 'may contain nuts.'
- Being aware of pupils and staff who have such food allergies and updating this training every three years.

## Educational Visits

All staff must check the requirements of all pupils they are taking off site. This is part of the offsite risk assessment.

If packed lunches are being ordered, the office staff are to make sure that the kitchen staff are aware of who requires a packed lunch. Kitchen Staff must ensure that all dietary requirements, including allergy needs, are catered for.

Staff must also:

- Physically check that pupils have their medication before leaving site.
- Ensure that all food collected from the Catering Department has been clearly labelled and they are aware of any foods that should not be given to pupils (also any foods that pupils may purchase outside of the School during the trip).

When a child with food allergies attends a residential trip, the school office will communicate with the residential centre concerning all medical needs, including food allergies. School staff accompanying the residential trip will ensure that appropriate food has been prepared for the child with food allergies.

## **Charity and Fund-Raising Events**

Items produced by members of the school community at charity events such as Cake Bakes cannot be monitored.

When sold during the school day, staff will monitor pupils with allergies to ensure that food free from allergens only is consumed.

When sold out of the ordinary school day, a sign is to be displayed stating 'We cannot guarantee that these products do not contain nuts or other allergens.'

It is left to the discretion of the person buying the food that they accept the risk that allergens may be present.