



Regents Park Community College

Food Allergy Policy

Policy updated: April 2023
Non-Statutory

Introduction

Regents Park Community College recognises that a number of community members (students, parents, visitors and staff) may suffer from potentially life-threatening allergies or intolerances to certain foods.

Regents Park Community College 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 First Aid Policy looks more in depth at allergens such as animal stings (bees, wasps, ants etc).

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.

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.
- The establishment and documentation of a comprehensive management plan for menu planning, food labelling, stores and stock ordering and customer awareness of food produced on site.
- Provision of a staff awareness programme on 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 Regents Park Community College 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. However, it is important to ensure that all allergies and intolerances are treated equally as the effect to the individual can be both life-threatening and uncomfortable, if suffered.

Definitions

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| <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. This may also be referred to as an Epi-Pen/ Ana pen or Jext which are particular brand names. |

General Aspects (students)

The school will establish clear procedures and responsibilities to be followed by staff in meeting the needs of pupils with additional medical needs. This process includes:

- The Student Welfare Officer being involved with the parents and the child in establishing an Individual Health Care Plan.
- Effective communication of the Individual HealthCare Plans to all relevant staff and departments.
- 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. Staff have yearly training for anaphylaxis & how to safely use an epi pen.

General Aspects (Staff, Students & Visitors)

Due to the diverse nature of the School, it is important that allergen information is accessible to all parties who visit the site.

During bookings for external events, it is important that guests are informed of the requirements for any known person with food allergies/intolerances. This should be undertaken during the booking process. This information should then be passed to the Catering teams to allow them to plan appropriate menus and selections of food.

The catering department will also hold information outlining the contents of all dishes at the service. This can be referred to upon request.

Educational Visits

The Student Welfare Officer must check the requirements of all students being taken off-site. This is part of the offsite risk assessment. All student's medical information is given to the trip leader. Where food intolerance has been identified, this must be relayed to the catering department if they are ordering packed lunches/refreshments/food. Student's medication will be taken with the trip leader if required.

Staff must 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 students (also any foods that students may purchase outside of the school during the trip).

Appendix A

School Management of severe allergies (ANAPHYLAXIS)

All staff must make themselves aware of the School First Aid Policy. This outlines Anaphylaxis and the recognition and treatment that should be followed. Below is the extract from the School First Aid Policy.

Anaphylaxis is a severe and potentially life-threatening allergic reaction at the extreme end of the allergic spectrum. Anaphylaxis may occur within minutes of exposure to the allergen, although sometimes it can take hours. It can be life-threatening if not treated quickly with adrenaline.

Any allergic reaction, including anaphylaxis, occurs because the body's immune system reacts inappropriately in response to the presence of a substance that it perceives as a threat. Anaphylaxis can be accompanied by shock (known as anaphylactic shock): this is the most extreme form of an allergic reaction.

Common triggers of anaphylaxis include:

- Peanuts and tree nuts – peanut allergy and tree nut allergy frequently cause severe reactions and for that reason have received widespread publicity
- Other foods (e.g. dairy products, egg, fish, shellfish and soya)
- Insect stings (bees, wasps, hornets)
- Latex (gloves and PPE)
- Drugs (illegal and prescription)

Anaphylaxis has a whole range of symptoms. Any of the following may be present, although most people with anaphylaxis would not necessarily experience all of these:

- Generalised flushing of the skin anywhere on the body
- Nettle rash (hives) anywhere on the body
- Difficulty in swallowing or speaking
- Swelling of tongue/throat and mouth
- Alterations in heart rate
- Severe asthma symptoms
- Abdominal pain, nausea and vomiting
- Sense of impending doom
- Sudden feeling of weakness (due to a drop in blood pressure)
- Collapse and unconsciousness



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When symptoms are those of anaphylactic shock the position of the student is very important because anaphylactic shock involves a fall in blood pressure.

- If the patient is feeling faint or weak, looking pale, or beginning to go floppy, lay them down with their legs raised. **They should not stand up.**
- If there are also signs of vomiting, lay them on their side to avoid choking (recovery position).
- If they are having difficulty breathing caused by asthma symptoms and/or by swelling of the airways, they are likely to feel more comfortable sitting up.

Action to take:

(Ask other staff to assist, particularly with making phone calls, one person must take charge and ensure that the following is undertaken)

- Ring 999 immediately to get the ambulance on the way.
- Ring reception – state what has happened so that they can assess the situation and bring medication to the location. Please note that staff may not be able to attend immediately, and there should be no delay in using the person's medication. Locate the nearest first aider to come and assist.
- Use the person's adrenaline device*
- Ensure that the Facilities Team is aware that an ambulance is coming onto site.
- Stay in the immediate area to assist the Student Welfare Officer or First Aider and/or direct the Emergency Services
- Ensure that accident forms are filled out if applicable.

*Staff should update their training to use the adrenaline device every 3 years as a minimum. This will be delivered as part of first aid training, and by staff attending training delivered by the School Nurses Team.