



CHARLES WESTON SCHOOL Coombs

School Policy:	Allergy and anaphylaxis policy
Development:	2018
Renewal Date:	2021
Status:	Draft

Policy Statement

Charles Weston School Coombs is a nut free school. This is to protect students with life threatening nut allergies. Procedures around this help educate all students on the dangers of allergies and their associated risks.

It is our aim to provide a safe and healthy learning environment for all staff, students and their families in our community. We work in partnership with families to ensure that food allergies are well managed at school.

Rationale

Allergies can be serious and a severe allergic reaction (anaphylaxis) is potentially life threatening although deaths are rare. As such, it will be treated as a medical emergency. The most common triggers for anaphylaxis are food allergies in children. The vast majority of cases are triggered by peanuts, tree nuts, eggs, dairy products, sesame seeds and, occasionally, seafood, wheat or soy.

The school acknowledges that due to current food processing practices, it is impractical to eliminate all allergens and triggers entirely from an environment where there is food. The emphasis is therefore on raising awareness and adopting the reasonable procedures to minimise food scraps on the playground.

Objectives

This policy provides guidelines to ensure:

- a system of regular monitoring of safe practices, procedures and controls in relation to allergy management is implemented, including anaphylaxis
- first aid systems are in place that facilitate consultation with workers, parent, carers and students when decisions are made about allergy management requirements
- facilities and equipment are available for all staff, students and visitors inside normal business hours
- sufficient numbers of qualified workers are available, in accordance with the site-based risk assessment and early childhood legislative requirements
- executive staff implement a management approach that complies with the ACT Public Sector and first aid policies and procedures.

Procedures

These procedures enable Charles Weston School Coombs to provide a safe teaching and learning environment for all members of the community and promote anaphylaxis awareness. It is difficult for schools to enforce the exclusion of various foods, however, these procedures are a proactive

measure and have been established to manage food allergies and reduce exposure to risk. To minimise the risk to allergic individuals, the following management strategies are in place:

- The school has trained designated first aid officers on site
- Staff are trained in EpiPen use
- Staff work in partnership with the families of students with food allergies to ensure information held by the school is current and correct; clarification will be sought by the school when required
- Staff remind students on a regular basis to not share food with other students
- Students eat at designated “picnic spots” to minimise food waste/spillages spreading throughout the playground
- Staff follow expected eating procedures by only consuming food and drink in staff rooms. Staff may consume food with the children during fruit break in order to model healthy eating.

Allergy Management for Students

- Parents/Carers are required to complete a [Medical Information and Consent Form](#).
- Parents/Carers must specify the allergic trigger where possible on the Medical Information and Consent Form. It is recognised that in some children a cause cannot be identified.
- When a student has a severe food allergy a letter will be sent home to all families of students in that student’s unit as required. This letter will inform families of the allergy and seek their cooperation in limiting exposure to that food.
- A common sense approach to managing instances when there is offending food present will be taken. This includes placing distance between the food and the student with the allergy, hand washing and being aware of the ingredients contained in foods before shared classroom experiences such as birthday cakes or special events. If there is any doubt about the ingredients contained in foods then the child with the allergy will not participate in the experience.
- Parents/Carers are welcome to provide alternate and safe food options for their child/ren with allergies to eat during shared classroom food experiences, e.g. birthdays.
- Parents/Carers of a student or students who consistently bring food containing nuts into the school environment will be contacted by the school.
- The school canteen will take a common sense approach to ordering stock; limiting the ordering of food containing known allergens where possible.
- Food options provided during whole school events will be nut free and where possible provide a list of ingredients to identify other possible allergens for affected students
- The emergency management of a known allergic reaction, including the use of an EpiPen or similar device, will always be part of a strategy that includes calling for medical assistance.

Anaphylaxis Management for Students with Severe Food Allergies

- Staff are trained on how to safely administer an EpiPen.
- Parents/Carers are required to complete a [Medical Information and Consent Form](#) and a [Known Medical Condition Response Plan](#). The [Known Medical Condition Response Plan](#) includes the [ASCIA Anaphylaxis Action Plan \(Personal\)](#) and is developed in consultation with the treating medical practitioner. The Action Plan must contain:
 - Detail of triggers
 - Early warning signs
 - First aid action to be taken
 - Emergency and medical contact details.

- By completing the Medical Information and Consent Form, parents/carers signify that the school Principal, teacher in charge, first aid officer or other trained person may administer adrenaline to a student using the EpiPen or similar device.
- School purchased EpiPens are available in the front office, preschool and in the First Aid Bags used during off site excursion.
- In the absence of a written and signed [Known Medical Condition Response Plan](#), in cases of emergency except anaphylaxis or asthma, only standard first aid will be administered. In an anaphylaxis or asthma emergency authorised medications; salbutamol (for the symptomatic treatment of asthma), and adrenaline (for the treatment of anaphylaxis) will be administered.
- An EpiPen or similar device will be administered in accordance with the *Health and Safety Policy - First Aid*.
- Known anaphylaxis sufferers will be recorded in the Schools and Office Risk Register

Promoting the Allergy Awareness Policy

The policy will be promoted by;

- Parents and caregivers will have access to the policy on the school website and will be informed regularly of any changes or reminders via the newsletter.
- Staff will be informed and provided with training opportunities when required.
- Students will be informed via teachers, assemblies and newsletters.

Review, monitor and update

- Once every three years the policy will be revised for School Board Approval.

Related Policies/Documents

- [Anaphylaxis Management Procedure](#)
- [First Aid Policy](#)
- [First Aid General Procedure](#)