

## HASMONEAN MULTI-ACADEMY TRUST



# ALLERGY POLICY

## ALLERGY AND ANAPHYLAXIS MANAGEMENT POLICY

### Overview

Hasmonean Multi-Academy Trust (“The Trust”) is committed to student safety and has created this policy in order to reduce the risk of children having allergy related incidents whilst in school. The common causes of allergies relevant to this policy are nuts, (in particular peanuts), dairy products, eggs, wasps, bees, and ants. However, this list of allergies is not exhaustive and the policy will apply to any allergy suffered by any student or member of staff in the school of which the school has been notified.

As the school is not a completely allergen free environment, we aim to:

- Minimise the risk of exposure to allergens,
- Encourage self-responsibility of students, and,
- Plan for an effective response to possible emergencies.

### Notification Procedure

Prior to entry into Hasmonean, parents must inform the school of their child’s allergy. An allergy form (Appendix 1) must be completed and returned to the Admission Officer who will enter the details onto the electronic system and inform the Student Services Officer of the medical condition.

If a current student develops an allergy, the allergy form (Appendix 1) must be sent to the parents for them to complete and returned to the Student Support Officer. They will then ensure that the information is recorded electronically.

On either the first day of school (new students) or after an allergy is diagnosed (current students), parents must send in a box clearly marked with their child’s name, emergency contact details and 3 passport size photos of their child. The box should also contain relevant medication, e.g. EpiPen, inhalers, etc., and a copy of a medical plan. The box will be kept in the medical room in a cabinet that remains open and easily accessible.

The Student Services Officer will be responsible for providing information at the start of each academic year regarding students who suffer from any allergies. This will also apply to any casual entrants who join the school mid-year and who suffers from such an allergy, and any student who develops an allergy. The Student Services Officer will also ensure that the school receives all the correct documentation and medication is given to the school by the parents where an allergy has been indicated.

It is the parent's responsibility that all medication is within the prescribed date. At the end of the summer term, medication must be collected by the student from the school office. If necessary, the medication box should be returned to the Student Services Office at the beginning of the school year in September, once again ensuring all medication is within the prescribed date.

### **Key Strategies**

- First Aid staff will be trained in anaphylaxis management (EpiPen training), including awareness of triggers and first aid procedures to be followed in the event of an emergency. Teachers will also be able to attend this First Aid session.
- The school lunch caterer and suppliers will be made aware of the risk minimisation policy and requested to eliminate nuts and food items with nuts as ingredients from meals across both campuses. This does not extend to those foods labelled "may contain traces of nuts".
- Parents of children with packed lunches will be requested to give careful thought to eliminating food that may be of risk to those members of staff and students who suffer from such allergies. Whilst the school will request this, compliance cannot be guaranteed.
- Students will be encouraged to self-manage their allergy.
- The school will ensure diligent management of wasp, bee and ant nests on School grounds and proximity. This must include the effective system for staff reporting to management, and a system of timely response to eradicating nests.
- A member of the SLT will run whole school or year group assemblies once a year reminding students about the existence of food allergies.

### **School Trips**

- The Group Leader will print out all the medical forms of the students attending the school trip and be aware of those with allergies, including details of their care plans and medication.
- The Group Leader will ensure that a trained First Aider is present on the school trip.
- Parents should ensure that the student brings their own EpiPen or medication with them on a school trip.
- The Group Leader will ensure the Student has their EpiPen on the visit, and will be responsible for its security.
- If in doubt over the risk of a student with an allergy taking part on an education visit the Group Leader should seek advice from the parent.

(APPENDIX 1)

HASMONEAN MULTI-ACADEMY TRUST

ALLERGY FORM

Name of Student ..... Form.....

Nature of allergy .....

What medication does your child carry? .....

Details of medical plan.....

.....

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Emergency contact name & telephone numbers: (please print clearly & state relationship to student)

**Contact 1:** Relationship to student .....

Name ..... Daytime no.....

**Contact 2:** Relationship to student .....

Name ..... Daytime no.....

On the first day of term, please send into school a box clearly marked with the name, emergency contact details and 3 passport size photos of your child. The box should also contain relevant medication, e.g. EpiPen, inhalers, etc., and a copy of a medical plan.

It is your responsibility to ensure that all medication is within the prescribed date.

Please ensure that your child brings an additional set of medication, clearly marked, when going on school trips.

At the end of the summer term, your child must collect any medication from the School office and, if necessary, return it to the Office at the beginning of the School year in September, once again ensuring all medication is within the prescribed date.

**Note to all parents:**

All parents are asked to complete an online medical form for the school trip. No child is allowed to attend a school trip until the online form has been completed. This can be found on our website on [www.hasmonean.co.uk](http://www.hasmonean.co.uk) under 'School Trips'.

If there are changes to your child's health condition, you should notify the Student Services Officer in writing as well as updating the online form for school trips.

Reviewed by HT & approved by the Governors Standards Committee September 2024  
Next Review: September 2029