



St. Patrick's N.S., Dalkey

Allergen Policy

This policy is concerned with the whole school approach to the health care and management of members of the School community suffering from specific allergies. The School's position is not to guarantee a completely allergen free environment; rather, to minimise the risk of exposure, encourage self-responsibility, plan for effective response to possible emergencies and become an 'allergy aware' environment.

The School recognises that a number of community members can suffer from potentially life threatening allergies to certain foods (e.g. nuts, nut related food, dairy products, eggs) or toxins from insects. The intent of this policy is to minimise the risk of any pupil suffering allergy induced anaphylaxis whilst at school or attending any school related activity, and to ensure staff are properly prepared to manage such emergency situations should they arise.

Our Aims:

- To reduce the likelihood of a pupil with a known allergy being exposed and/or displaying a severe reaction while in school.
- To foster an understanding of and sense of responsibility for the specific needs of the individual members of the school community.
- To create an awareness of the action to take should someone with a severe allergy display its symptoms.

Procedure

- On entry to the school parents/guardians are required to inform the school of any known allergies that their child has. This information is entered on the schools data base from the enrolment form.
- Parents/guardians should update this information if an allergy is diagnosed at any stage in their child's education.
- Parents/guardians shall be responsible for updating allergy information and equipment when necessary.
- Parents/guardians must advise the school of the action that should be taken if their child develops the symptoms of an allergic reaction while in school.
- All members of staff are given the names of pupils who have specific allergies through the confidential Individual Healthcare Plan (see Appendix.1.) issued at the beginning of each school term.
- Photographs of pupils with severe food allergies are displayed in the staff room and the pupil's classroom. These will include details of action to be taken in the event of a reaction.
- Information will be provided to enable staff to recognise the symptoms of an allergic reaction and to respond appropriately.
- Staff will have been trained in the use of the Adrenalin pen should a pupil with a known food allergy go into anaphylaxis.
- All parents/guardians are advised to ensure that their child does not bring foods containing known allergens into school.

The School Community

Parent's Role:

Parents are responsible for providing, in writing, on-going accurate and current medical information to the school.

Parents are to send a letter confirming and detailing the nature of the allergy; including:

- The allergen (the substance the child is allergic to)
- The nature of the allergic reaction (from rash, breathing problems to anaphylactic shock)
- What to do in case of allergic reaction, including any medication to be used and how it is to be used.
- If a child has an allergy requiring medication or equipment, then an Individual Health Care Plan must be completed and signed by the parent/s.
- It is the responsibility of the Parent to provide the school with up to date medication /equipment clearly labelled in a suitable container with their child's photo on.
- In the case of life saving medication like EpiPens the child will not be allowed to attend school without it.
- Control measures – such as how the child can be prevented from getting into contact with the allergen.
- Parents are also required to provide up to date emergency contact information.
- Snacks and lunches brought into school are provided by each child's Parent. It is their responsibility to ensure that the contents are safe for the child to consume.

Staff's Role:

Staff are responsible for familiarising themselves with the policy and to adhere to health & safety regulations regarding food and drink.

- Staff should be aware that students are at most risk when:
 - Their routine is broken
 - At yard or during eating times
 - On school tours
 - Immediate access to medical services is not available
 - Staff changes occur (e.g. sub teacher)
 - Participating in activities involving food
- Staff should be conscious of the concept of "hidden" nut
- Upon determining that a child attending school has a severe allergy, a team meeting will be set up as soon as possible where all staff concerned attend to update knowledge and awareness of child's needs.
- All staff including students and supply staff that come into contact with the child will be made aware of what treatment/medication is required by the class teacher or the school office staff and where any medication is stored. School visitors working with the child must be informed also.



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- Class teachers will discuss allergy information with all children in the class so that they are all aware of allergies and the need to be vigilant.
- All staff are to promote hand washing before and after eating and implement a 'no-sharing food' policy.
- All staff should know the procedures at snack and lunch time to ensure the safety of children with allergies, however, staff cannot guarantee that foods will not contain traces of nuts or other allergens.
- All tables are cleaned with an approved solution.
- Children are not permitted to share food.
- As part of the staff training, Epipen use and storage of medication/ equipment has been discussed.
- We may ask the parent for a list of food products and food derivatives the child must not come into contact with.
- Emergency medication should be easily accessible, especially at times of high risk.
- Staff should liaise with parents about snacks and any food-related activities e.g. cooking.

Whole-School Responsibility

- Snacks and lunches brought to the school should be peanut and nut free.
- The school will ensure that parents are regularly reminded and will monitor the contents of lunchboxes and snacks.
- Any birthday treats provided for classes by parents should be wrapped; store bought treats should be nut free. "May contain nut" products are acceptable.

Child's Responsibility

- Should not trade food with others – no share policy
- Should not eat anything with unknown ingredients or known to contain an allergen
- Should notify an adult immediately if they eat something they believe may have contained the food to which they are allergic
- Should notify an adult immediately if they feel they are beginning to get an allergic reaction

In the event of a child suffering an allergic reaction

- Staff member will contact the child's parents.
- If a child becomes distressed or symptoms become more serious we will telephone 999.
- Keep calm, make the child feel comfortable and give the child space.
- Follow guidelines on Individual Health Plan: if medication is available it will be administered as per training and in conjunction with the administering medications guidelines in the school.
- If parents have not arrived by the time ambulance arrives, a member of staff will accompany the child to hospital.



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Appendix.1.

Individual Healthcare Plan

Pupil's name: _____ Date of Birth: _____

Pupil's address: _____

Parent/Guardian: _____ Contact Number: _____

Emergency Contacts: 1. _____ 2. _____

Name & Contact number for medical practitioner: _____

Agree to meeting with school prior to commencement date: Yes: No:

Allergies:

Plants: Animals: Food: Moulds: Drugs: Bees:

Other: _____

Please describe the allergic reaction and the treatment for each known allergy:

How many times has your child had a reaction? Never: Once: More than once

If more than once, explain: _____

When was the last reaction? _____

What are the signs & symptoms of your child's allergic reaction:

How quickly to the signs/symptoms appear after exposure to the allergen?

Seconds: Minutes: Hours: Days:

Any other relevant information:



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Medication:

Does your child take any medication? Yes: No:

If Yes, name of medication: _____

Purpose of Medication: _____

Will medication be required at school? Yes*: No:

(*If your child needs to take medication in school, it is the responsibility of the parent/guardian to provide the school with up to date medication/equipment, clearly labelled in a suitable container with your child's photo attached.)

Does your child know how to use the treatment? Yes: No:

Please describe any side-effects or problems your child had/has in using the suggested treatment:

I, _____ request and authorise my child to carry and/or self-administer their medication. Yes: No:

Parent/Guardian Signature: _____ Print Name: _____

Date: _____

I, _____ request and authorise the above named student be administered the above identified medication in accordance with the instructions indicated above from _____ (Date) to _____ (Date) *(not to exceed current school year)*

Parent/Guardian Signature: _____ Print Name: _____

Date: _____