



## **STOWE SCHOOL ALLERGY POLICY**

### **1) POLICY STATEMENT**

- Stowe School is an inclusive community that aims to support pupils with allergies, ensuring they participate fully in all aspects of school life.
- It recognises that allergy is a widespread and potentially serious condition. An 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.
- Stowe School is aware that pupils with allergies need access to their anti-histamines and immediate access to their adrenaline if they have anaphylaxis to a known trigger.
- All staff must be aware of what to do if a pupil has an allergic reaction and anaphylaxis.
- Stowe Staff understand that pupils with allergies may be embarrassed about their condition and may suffer bullying because of it. Procedures are in place to prevent this
- Staff will work in partnership with other stakeholders, such as medical professionals, parents, pupils, etc to ensure this policy is planned, implemented and maintained successfully

### **2) Medication**

#### **2a) Anaphylaxis medication**

- Pupils must have their own adrenaline device with them at all times.
- Staff must ensure that any pupils with an anaphylaxis who are leaving Stowe for matches/trips/etc MUST have their adrenaline device on them. A trained member of staff must also sign out the pupil's spare Adrenaline pen with them on the trip. All pupils with Adrenaline pens have a spare pen in a named box in the medical centre. If away on a residential trip the pupil must also take any anti-histamines and any other prescribed medication.
- It is the pupil's responsibility to ensure their medication is in date. House Nurses will check this during their termly medicine audits.

- Medication only to be given to person named on the prescription.
- All boarding houses that have pupils with an anaphylaxis have an emergency drug box in a communal area within the house with an adrenaline device in it. The key being in a break glass box next to it.
- The dining hall has an emergency drug cupboard with Adrenaline devices. All devices are prescribed for the specific pupil in the box. This can be found in the servery.
- The medical centre also has a prescribed adrenaline device for all pupils with anaphylaxis.

## **2b) Medication**

Pupils must either have their own anti-histamine medication on them at all times or have it available from matron or the medical centre. In accordance with their own specific care plan.

- Any oral medication is either kept with Matron in a locked cupboard as per *Stowe School Storage and Administration of Medication Policy* for the lower school, or if the pupil has been assessed as competent by a member of the medical team and completed a self medication form the pupil can administer their own medication. 6<sup>th</sup> formers are deemed as competent without this assessment form being completed.

## **3) Record Keeping**

- When a pupil starts at Stowe School an allergy diagnosis is usually identified on the Health History Form which is completed by a parent/guardian prior to arrival.
- All pupils with an allergy will have a Doctor and House Nurse appointment within the few weeks of starting school. They are followed up regularly by their House Nurse.
- A care plan is devised, sent to parents for approval then uploaded onto Apollo for school staff to access as necessary. All pupils have to consent to there information being shared with school prior to the care plan going on Apollo.
- A hard copy is also kept in the M/C.
- The school also has posters up in various places with photos on of people who have anaphylaxis and other medical needs.

## **4) Exercise and Activity**

- Pupils are encouraged to manage their allergy to enable them to be involved in all school activities.
- Pupils must have any appropriate medication such as reliever inhaler, anti-histamines and adrenaline with them at all times.

- Staff should all know of any pupils with an allergy they teach to ensure they can check pupils have their medication with them.

#### **5) School environment**

- Stowe School does all it can to ensure the school is favourable to pupils with allergies.
- Risk Assessments are performed and followed for any potential allergy triggers.
- Environmental causes of allergy are obviously hard for the school to control. Pupils with allergies to pollens, wasps, bees etc are aware of ways to avoid and minimise allergic reactions.

#### **6) When a pupil is falling behind in lessons**

- If a pupil is noted to be missing a lot of school because of allergy symptoms, a review of their allergy and medication should be arranged as soon as possible in conjunction with their House Nurse and the Medical Officer to ensure that the most appropriate management plan is in place.
- The school recognises that a pupil may have some special educational needs because of their allergy.

#### **Allergic reactions**

- All staff that come into contact with a pupil with a specific allergy should be able to recognise the signs of a pupil having an allergic reaction and help treat the pupil.

#### **Symptoms of allergy**

- **Ear/nose/throat symptoms-** runny or blocked nose, itchy nose, headache, loss of smell/taste, sore throat, swollen larynx, itchy mouth.
- **Eye symptoms-** watery, itchy, red and swollen.
- **Airway-** wheeze, difficulty breathing, cough.
- **Digestion-** itchy tongue, stomach ache, nausea, vomiting, constipation, diarrhoea.
- **Skin-** Urticaria, wheals or hives, itchy raised red rash. Eczema, cracked dry weepy skin, Angiodema- painful swelling of deep layers of skin.

- Every pupils specific care plan should be followed in regards to treating the pupil. However if the pupil is having any of the following symptoms then these are signs of a serious allergic reaction and adrenaline should be given without delay

**+ difficulty in breathing or swallowing**

**+ weakness or floppiness**

**+ steady deterioration**

**+ anxiety**

**+ collapse or unconsciousness**

**+ feeling of impending doom**

If adrenaline has been given an ambulance **MUST** be called and the pupil **MUST** be taken to hospital.

- Each pupil with an allergy is different if a pupil has been prescribed anti-histamines as part of the emergency procedure they should be kept with the pupil at all times together with their adrenaline.

### **Managing Allergies**

- **Avoid the allergen** where possible is the most important first step. If they do not come in contact with the particular allergen they will not have a reaction.
- When drawing up a care plan for a pupil with an allergy a risk assessment needs to be carried out and measures taken to reduce risks of allergic reactions for the pupil.
- Knowledge of food ingredients is vital within the school environment. Food containing nuts and any other allergens must be identified by the catering staff.
- Easy access to medication is vital. All staff should be aware of where emergency adrenaline is kept within the school.
- Regular training. All staff should have regular Anaphylaxis training if they are expected to administer adrenaline in an emergency.
- Regular communication with pupils and their families. Pupils and their families are the experts of their own allergy.

### **ROLES AND RESPONSIBILITIES**

- Stowe School works in partnership with all relevant and interested parties including School Governors, all Staff, Parents, Pupils and the Medical Centre Staff to ensure the policy is planned, implemented and successfully maintained.

Employers have a responsibility to:

- Ensure the health and safety of their employees and anyone else taking part in school activities. This responsibility extends to those staff leading activities off site eg field trips, outings, etc. Therefore employers need to ensure an appropriate allergy policy is in place and trips are adequately risk assessed
- Make sure the allergy policy is effectively monitored and regularly reviewed/updated.
- Provide indemnity for teachers who volunteer to administer medicines to pupils with a who need help

## **8.2 School Staff**

All school staff have a responsibility to:

- Understand Stowe School Allergy Policy
- To attend a First Aid Training Course.
- To attend Anaphylaxis Awareness Training provided by M/C
- Know which pupils they come into contact with who have an allergy
- Know what to do in the event of an anaphylactic reaction
- Inform M/C immediately if a pupil has an allergic reaction
- Ensure all pupils with allergies have their adrenaline device with them at all times
- Allow pupils who have been unwell time to catch up on missed work
- Look out and report any episodes of bullying
- Liaise with M/C if a pupil is falling behind on work due to allergy symptoms
- Be aware of possible trigger situations in certain lessons such as science experiments, cookery, arts and crafts. Where possible teachers should avoid using the triggers.

## **8.3 Medical Professionals**

The Medical Professionals have a responsibility to:

- Develop/update/review individual allergy care plans and share with parents, pupil and school staff via the Apollo system annually or as their condition dictates.
- To devise/update as necessary the school Allergy Policy (Senior Nurses). This process is overseen by the Medical Officer and is in line with local and national guidance.
- Offer allergy and anaphylaxis training to staff as required, to ensure all educational needs are met.
- Provide medical assistance if a pupil has an allergic reaction or anaphylaxis
- Ensure pupils with allergies know when they need to seek medical help and when and how to use their prescribed medication.
- To conduct regular medication reviews (Medical Officer).
- To see all new pupils with allergies before the first exeat in September (Medical Officer and House Nurse).

## **8.4 Pupils**

Pupils have a responsibility to:

- Notify an adult immediately if they have eaten something that they believe may contain food to which your allergic
- Notify an adult immediately if you believe your having a reaction even if the cause is unknown
- Treat all medication with respect
- Know how and when to take their allergy medication
- Ensure a member of staff and M/C contacted if you or another pupil is found to be having an allergic reaction or anaphylaxis.

## 8.5 Parents

Parents have a responsibility to:

- Inform the school if an allergy diagnosis has been made and what medication is taken
- Inform the M/C of any changes to treatment plan or reactions they have had when not in school
- Update the school after any Consultant/Hospital visits
- Ensure pupil has medication and it is in date when they return to school after holidays/breaks

### Sources of Reference:

- [www.allergyuk.org](http://www.allergyuk.org)
- [www.anaphylaxis.org.uk](http://www.anaphylaxis.org.uk)
- *Medical Conditions at School A Policy Resource Pack*