

# ALLERGY POLICY

## Aims:

To reduce the likelihood of an attendee or member of staff with a known food allergy displaying a severe reaction to a specific food while at forest school.

To foster an understanding of and sense of responsibility for the specific needs of the individual members of our forest school community.

To create an awareness of the action to take should someone with a severe food allergy display its symptoms.

To ensure our forest school complies with the statutory guidance for supporting attendees with medical conditions

## Procedure:

On booking into Forest school parents are required to inform the lead forest school practitioner of any known food allergies that their child has. This information is entered on the online form available via our web page [www.glastonburyforestschool.com](http://www.glastonburyforestschool.com)

Parents must advise the school of the action that should be taken if their child develops the symptoms of an allergic reaction while at forest school. If a child has an allergy requiring an EpiPen, or the risk assessment deems it necessary, an Individual Health Care Plan (see Template A: individual healthcare plan) must be completed. If staff are required to administer medication, then Template B (parental agreement for setting to administer medicine) will need to be completed. Parents of allergy children will be given a copy of this policy. Parents should update this information if an allergy is diagnosed at any stage in their child's attending. Parents will be given a yearly reminder at the end of the academic year to update allergy information and equipment. All members of staff are given the names of children who have specific food allergies through the confidential written information and discussions. Written information will include details of action to be taken in the event of a reaction. Forest school will provide training to enable staff to recognise the symptoms of an allergic reaction and to respond appropriately.

All first aid trained staff have been trained or have training planned in the use of the EPI pen should a child with a known food allergy go into anaphylaxis. There will ALWAYS be somebody on site and in close proximity who has undertaken EPI Pen training via 'allergywiseUK'.

All parents are advised to ensure that their child does not bring peanuts or foods containing peanuts into forest school.

Parent role In order to complete the Health Care Plan:

Parents are responsible for providing, in writing, on-going accurate and current medical information to Forest 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.
- Control measures – such as how the child can be prevented from getting into contact with the allergen.
- It is the responsibility of the Parent to provide Forest school with up to date medication /equipment clearly labelled in a suitable container with their child's name on.
- In the case of life saving medication like Epi Pens the child will not be allowed to attend without it.
- 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.
- Parents should liaise with Staff about appropriateness of snacks and any food related activities (e.g. cooking)

Staff role:

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

- If a child's parent Form states that they have an allergy requiring an EpiPen then an Individual Health Care Plan is needed. It must be in place before the child starts attending sessions.

- 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 volunteers and those in training and cover staff that come into contact with the child will be made aware of what treatment/medication is required, by the Forest school Leader and where any medication is stored for the duration of the sessions.
- The Forest school leader will discuss allergy information with all children in the sessions, so that they are all aware of attendee's allergies and the need to be vigilant.
- All staff are to promote hand wiping before and after eating.
- Forest school cannot guarantee that foods brought in will not contain traces of nuts or other allergens.
- Children are not permitted to share food.
- As part of the staff training, EpiPen use and storage 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. Staff should adhere to the same no nut policy. The staff must not bring in any nuts for their own consumption or otherwise.

Actions In the event of a child suffering an allergic reaction:

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

Role of other parents

## Glastonbury Forest School 2018

- Snacks and lunches brought to the school by other parents should be peanut free.
- The school will ensure that parents are regularly reminded and will monitor the contents of lunchboxes and snack.
- No birthday treats can be provided for the group by parents unless they are shop purchased, with the ingredient listed and should be in their original sealed wrapper; shop bought treats and should be nut free. These will be handed out at the end of the day for parents to decide if their child is allowed to eat them.