MIAG

ALLERGY AWARENESS AND ANAPHYLAXIS MANAGEMENT POLICY

MIAG ORGANISATIONAL POLICY

Organisation-wide

Supporting consistent, effective practice across the MIAG organisation.

SUPPORTING INDIVIDUALS | CREATING OPPORTUNITIES | ENRICHING COMMUNITIES

1. Policy Statement

MIAG is committed to providing a safe, inclusive and supportive learning environment for all pupils, staff, visitors and contractors, including those living with food allergies and other allergies that have the potential to cause anaphylaxis.

The school recognises that allergies can be life-threatening and that effective prevention, early recognition and prompt emergency treatment are essential in safeguarding pupils and adults.

This policy establishes the arrangements through which MIAG will identify, assess, manage and monitor allergy risks whilst ensuring compliance with current legislation, statutory guidance and the Independent School Standards.

The policy supports a whole-school culture in which allergy awareness forms part of safeguarding, health and safety, inclusion and wellbeing.

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2. Purpose

The purpose of this policy is to:

- Protect pupils, staff and visitors with allergies.
- Minimise exposure to known allergens wherever reasonably practicable.
- Ensure effective emergency arrangements are in place.
- Promote allergy awareness across the whole school community.
- Ensure staff understand their responsibilities.
- Comply with statutory duties.
- Support continuous improvement through monitoring and review.

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3. Scope

This policy applies to:

- All pupils
- Staff
- Volunteers
- Governors
- Proprietor
- Contractors
- Visitors
- Educational visits
- Off-site activities
- Residential visits (where applicable)

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4. Legislative Framework

This policy should be read alongside:

Primary Legislation

- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Children and Families Act 2014
- Equality Act 2010
- Human Medicines (Amendment) Regulations 2017
- Food Information Regulations 2014

Education Legislation

- Independent School Standards (England) Regulations 2014
    - Part 3 – Welfare, Health and Safety of Pupils
    - Part 5 – Premises and Accommodation

Statutory Guidance

- Supporting Pupils at School with Medical Conditions
- Working Together to Safeguard Children
- Keeping Children Safe in Education (current edition)

Allergy Legislation

- Benedict's Law (England)

The school will review this policy whenever national legislation or statutory guidance changes.

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5. Definition of an Allergy

An allergy is an immune system response to a normally harmless substance.

Allergens may include:

- Peanuts
- Tree nuts
- Milk
- Eggs
- Fish
- Shellfish
- Sesame
- Wheat

- Soya
- Mustard
- Celery
- Lupin
- Sulphites

Other allergens include:

- Insect stings
- Latex
- Medication
- Animal hair
- Environmental allergens

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6. Definition of Anaphylaxis

Explain:

- severe allergic reaction
- rapid onset
- life threatening
- requires immediate treatment

Include signs and symptoms.

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7. Roles and Responsibilities

Proprietor

Responsible for ensuring appropriate arrangements are in place to comply with statutory duties.

CEO

Provides strategic oversight.

Ensures sufficient resources are available.

Receives reports regarding significant incidents.

Chief Operating Officer

Responsible for:

- policy implementation
- quality assurance
- compliance monitoring
- audit
- training monitoring
- risk management
- review of incidents
- inspection evidence

Head Teacher / Provision Lead / Provision Lead / Provision Lead

Responsible for:

- day-to-day implementation
- Individual Healthcare Plans
- staff awareness
- ensuring emergency procedures are understood
- communication with parents
- ensuring educational visits consider allergies

Staff

Must:

- read healthcare plans
- understand emergency procedures
- know where AAIs are stored
- report concerns immediately
- attend training

Parents

Must:

- inform the school of allergies
- provide medication
- update medical information
- work in partnership with the school

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8. Admission Procedures

Before admission:

- Medical questionnaire.
- Allergy information.
- Medical evidence.
- Individual Healthcare Plan.
- Allergy Risk Assessment.
- Emergency medication.

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9. Individual Healthcare Plans

Each pupil diagnosed with an allergy will have:

- Healthcare Plan
- Photograph
- Allergens
- Symptoms
- Medication
- Emergency contacts
- AAI instructions
- Review date

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10. Allergy Register

The school maintains a live Allergy Register.

Reviewed:

- termly
- after changes
- after admissions

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11. Risk Assessment

Risk assessments include:

- classroom
- dining
- practical lessons
- forest school
- cookery
- educational visits
- transport

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12. Prevention

Include:

Food management

Cross contamination

Hand washing

Cleaning

Packed lunches

Birthday treats

Cooking lessons

Visitors

Animals

Latex

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13. Adrenaline Auto Injectors

Storage

Checking expiry dates

Spare AAIs

Accessibility

Training

Record keeping

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14. Emergency Response

Flow chart

Recognise

Call 999

Administer AAI

Second AAI

Parents

Record incident

Review

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15. Staff Training

Annual whole school training.

Additional training for:

- First Aiders
- Head Teacher / Provision Lead / Provision Lead / Provision Lead
- Educational visits
- Kitchen staff
- Volunteers

Training records maintained.

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16. Educational Visits

Risk assessments.

Medication.

Named staff.

Emergency planning.

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17. Catering

Supplier information.

Allergen information.

Cross contamination.

Cleaning.

Food labelling.

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18. Monitoring

The COO monitors:

- training
- audits
- incidents
- Healthcare Plans
- AAI checks
- risk assessments

Reported through the Quality Assurance Framework.

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19. Quality Assurance

Monitoring includes:

Monthly:

- Allergy Register
- Medication
- AAI expiry dates

Termly:

- Policy compliance
- Healthcare Plans

Annually:

- Audit
- Review
- Staff training

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20. Links with Other Policies

- Health & Safety
- First Aid
- Safeguarding
- Medicines

- Educational Visits
- Behaviour
- SEND
- Risk Assessment
- Premises
- Food Safety

Appendices

A. Allergy Healthcare Plan

B. Emergency Allergy Care Plan

C. Allergy Register

D. AAI Expiry Monitoring Sheet

E. Staff Emergency Response Flowchart

F. Educational Visit Allergy Checklist

G. Allergy Risk Assessment

H. Staff Training Record