

1. INTRODUCTION

- 1.1 Tudor Hall School aims to provide a level of cover and expertise that ensures a swift and competent response to any allergy or anaphylactic shock suffered by pupils or members of staff (while they are in School or engaged in a School activity out of School) or by visitors to the School.
- 1.2 Allergy occurs when a person reacts to a substance that is usually considered harmless. It is an immune response and instead of ignoring the substance, the body produces histamine which triggers an allergic reaction.
- 1.3 Most allergic reactions are mild, causing minor symptoms but some can be very serious and cause anaphylaxis which is a life-threatening medical emergency. A severe allergic reaction can cause risk to life but even a mild to moderate reaction or near-miss can have widespread consequences.
- 1.4 Having a robust Allergy and Anaphylaxis Policy ensures everyone:
 - Is clear on procedures;
 - Understands their responsibility for reducing the risk of allergic reactions happening; and
 - Knows how to respond appropriately if an allergic reaction occurs.

2. AIMS AND OBJECTIVES

- 2.1 This policy outlines the School's approach to allergy management, including how the whole-School community works to reduce the risk of an allergic reaction happening and the procedures in place to respond if ones does. It also sets out how we support our pupils with allergies to ensure their wellbeing and inclusion, as well as demonstrating our commitment to being an Allergy Aware School.
- 2.2 This policy applies to all staff, pupils, parents and visitors to the School and should be read alongside these other policies: First Aid, Safeguarding, Mental Health, EDI and Asthma.

3. WHAT IS AN ALLERGY?

- 3.1 Allergy occurs when a person reacts to a substance that is usually considered harmless. It is an immune response and instead of ignoring the substance, the body produces histamine which triggers an allergic reaction.
- 3.2 Whilst most allergic reactions are mild, causing minor symptoms, some can be very serious and cause anaphylaxis, which is a life-threatening medical emergency.
- 3.3 People can be allergic to anything, but serious allergic reactions are most commonly caused by food, insect venom (such as a wasp or bee sting), latex and medication.

3.4 **Definitions**

- 3.4.1 **Anaphylaxis** is a severe allergic reaction that can be life-threatening and must be treated as a medical emergency.
- 3.4.2 **Allergens -** A normally harmless substance that, for some, triggers an allergic reaction. You can be allergic to anything. The most common allergens are food, medication, animal dander (skin cells shed by animals

with fur or feathers) and pollen. Latex and wasp and bee stings are less common allergens.

- 3.5 Most severe allergic reactions to food are caused by just 9 foods. These are eggs, milk, peanuts, tree nuts (which includes nuts such as hazelnut, cashew nut, pistachio, almond, walnut, pecan, Brazil nut, macadamia etc), sesame, fish, shellfish, soya and wheat.
- 3.6 There are 14 allergens required by law to be highlighted on pre-packed food. These allergens are celery, cereals containing gluten, crustaceans, egg, fish, lupin, milk, molluscs, mustard, peanuts, tree nuts, soya, sulphites (or sulphur dioxide), and sesame.

3.7 Treatment and care

- 3.7.1 **Adrenaline Auto-Injector** A single-use device which carries a premeasured dose of adrenaline. Adrenaline auto-injectors are used to treat anaphylaxis by injecting adrenaline directly into the upper, outer thigh muscle. Adrenaline auto-injectors are commonly referred to as AAIs, adrenaline pens or by the brand name EpiPen.
- 3.7.2 **Allergy Action Plan** This is a document filled out by a healthcare professional, detailing a person's allergy and their treatment plan
- 3.7.3 **Individual Healthcare Plan** A detailed document outlining an individual pupil's condition, history, treatment, risks and action plan. This document should be created by Schools in collaboration with parents/carers and, where appropriate, pupils for example pupils with an EpiPen. All pupils with an allergy should have an Individual Healthcare Plan and it should be read in conjunction with their Allergy Action Plan.
- 3.7.4 **Risk Assessment** A detailed document outlining an activity, the risks it poses and any actions taken to mitigate those risk. Allergy should be included on all risk assessments for events on and off the School site.
- 3.7.5 **Spare Pens** From 2017 Schools have been able to purchase spare adrenaline pens. These should be held as a back-up, in case pupils' own adrenaline pens are not available. They can also be used to treat a person who experiences anaphylaxis but has not been prescribed their own adrenaline.

4. ROLES AND RESPONSIBILITIES

4.1 The School takes a whole-School approach to allergy management.

4.2 **Designated Allergy Lead** (DAL)

- 4.3 Janet Bonham is the DAL and is responsible for:
 - 4.3.1 Ensuring the safety, inclusion and wellbeing of pupils with allergy;
 - 4.3.2 Taking decisions on allergy management across the School;
 - 4.3.3 Championing and practising allergy awareness across the School;

- 4.3.4 Being the overarching point of contact for staff, pupils and parents with concerns or questions about allergy management;
- 4.3.5 Ensuring allergy information is recorded, up-to-date and communicated to all staff; [although they have ultimate responsibility, the collation of information may be delegated to another member of staff, for example the School nurse or administrator.]
- 4.3.6 Making sure all staff are appropriately trained, have good allergy awareness and realise their role in allergy management (including what activities need an allergy risk assessment);
- 4.3.7 Ensuring staff, pupils and parents have a good awareness of the School's Allergy and Anaphylaxis Policy, and other related procedures;
- 4.3.8 Reviewing the stock of the School's spare adrenaline pens (check the School has enough and the locations are correct) and ensuring staff know where they are;
- 4.3.9 Keep a record of any allergic reactions or near-misses and ensure an investigation is held as to the cause and put in place any learnings;
- 4.3.10 Regularly reviewing and updating the 'Allergy and Anaphylaxis Policy', and
- 4.3.11 Ensuring there is an Anaphylaxis Drill each INSET day at the start of term.
- 4.4 Each term the DAL will check procedures and report to SLT.

4.5 Health Centre Team

- 4.6 Janet Bonham is responsible for the Health Centre team, and will take responsibility for:
 - 4.6.1 Collecting and coordinating the paperwork (including Allergy Action Plans and Individual Healthcare Plans) and information from families (this is likely to involve liaising with the Admissions Team for new joiners);
 - 4.6.2 Support the DAL on how this information is disseminated to all School staff, including the Catering Team, occasional staff and staff running clubs;
 - 4.6.3 Ensuring the information from families is up-to-date, and reviewed annually (at a minimum);
 - 4.6.4 Coordinating medication with families. Whilst it's the parents and carers responsibility to ensure medication is up to date, the nursing team should also have systems in place to check this and notify the parents when they see the expiry date is approaching;
 - 4.6.5 Keeping an adrenaline pen register to include Adrenaline Pens prescribed to pupils and Spare Pens, including brand, dose and expiry date. The location of Spare Pens should also be documented;
 - 4.6.6 Regularly checking spare pens are where they should be, and that they are in date;
 - 4.6.7 Replacing the spare pens when necessary;
 - 4.6.8 Providing on-site adrenaline pen training for other members of staff and pupils and refresher training as required e.g. before School trips; and

- 4.6.9 Any other responsibilities delegated by DAL.
- 4.7 **Admissions Team** The Admissions team is likely to be the first to learn of a pupil or visitor's allergy. They should work with the Designated Allergy Lead and School nursing team to ensure that:
 - 4.7.1 There is a clear method to capture allergy information or special dietary information at the earliest and there is a clear structure in place to communicate this information to the relevant parties (i.e. School nursing team, catering team)
 - 4.7.2 Visitors (for example at Open Days and events) are aware of the catering set up and if food is to be offered and plans for medication if the child is to be left without parental supervision
- 4.8 **All staff -** All School staff, to include teaching staff, support staff, domestic staff, occasional staff (for example sports coaches, music teachers and those running breakfast and after School clubs) are responsible for:
 - 4.8.1 Championing and practising allergy awareness across the School;
 - 4.8.2 Understanding and putting into practice the '*Allergy and Anaphylaxis Policy*' and related procedures, and asking for support if needed;
 - 4.8.3 Being aware of pupils with allergies and what they are allergic to;
 - 4.8.4 Considering the risk to pupils with allergies posed by any activities and assessing whether the use of any allergen in activity is necessary and/or appropriate;
 - 4.8.5 Ensuring pupils always have access to their medication or carrying it on their behalf;
 - 4.8.6 Being able to recognise and respond to an allergic reaction, including anaphylaxis;
 - 4.8.7 Taking part in training and anaphylaxis drills as required (at least once a year) and to tell a manager if you have not received any in the last 12 months;
 - 4.8.8 Considering the safety, inclusion and wellbeing of pupils with allergies at all times; and
 - 4.8.9 Preventing and responding to allergy-related bullying, in line with the School's `*Anti-bullying Policy'*.
- 4.9 **All Parents** All parents and guardians (whether their child has an allergy or not) are responsible for:
 - 4.9.1 Being aware of and understanding the School's Allergy and Anaphylaxis Policy and considering the safety and wellbeing of pupils with allergies;
 - 4.9.2 Providing their daughter/ward's Housemistress with information about their child's medical needs, including dietary requirements and allergies, history of their allergy, any previous allergic reactions or anaphylaxis. They should also inform the School of any related conditions, for example asthma, hayfever, rhinitis or eczema;

- 4.9.3 Considering and adhering to any food restrictions or guidance the School has in place when providing food, for example in packed lunches, as snacks or for fundraising events;
- 4.9.4 Refraining from telling the School their child has an allergy or intolerance if this is a preference or dietary choice; and
- 4.9.5 Encouraging their child to be allergy aware.

4.10 **Parents of children with allergies should**:

- 4.10.1 Work with the School to fill out an Individual Healthcare Plan and provide an accompanying Allergy Action Plan;
- 4.10.2 If applicable, provide the School or their child with two labelled adrenaline pens and any other medication, for example antihistamine (with a dispenser, i.e. spoon or syringe), inhalers or creams;
- 4.10.3 Ensure medication is in-date and replaced at the appropriate time;
- 4.10.4 Update School with any changes to their child's condition and ensure the relevant paperwork is updated too;
- 4.10.5 Provide the School with an up-to-date photograph of their child and sign the associated permission for it to be shared appropriately as part of their allergy management; and
- 4.10.6 Support their child to understand their allergy diagnosis and to advocate for themselves and to take reasonable steps to reduce the risk of an allergic reaction occurring e.g. not eating the food they are allergic to.

4.11 All pupils should:

- 4.11.1 Understand the risks allergens might pose to their peers;
- 4.11.2 Learn how they can support their peers and be alert to allergy-related bullying;
- 4.11.3 Older pupils will learn how to recognise and respond to an allergic reaction and to support their peers and staff in case of an emergency; and
- 4.11.4 Adhere to food restrictions within Boarding houses, or if bringing food onto site.
- 4.12 **Pupils with allergies** should know what their allergies are and how to mitigate personal risk (this will depend on age and may not be appropriate with very young children);
- 4.13 Avoid their allergen as best as they can;
- 4.14 Understand that they should notify a member of staff if they are not feeling well, or suspect they might be having an allergic reaction;
- 4.15 If age-appropriate, to <u>always carry **two** adrenaline auto-injectors with them.</u> They must only use them for their intended purpose;
- 4.16 Understand how and when to use their adrenaline auto-injector;

- 4.17 Talk to the DAL or a member of staff if they are concerned by any School processes or systems related to their allergy;
- 4.18 Raise concerns with a member of staff if they experience any inappropriate behaviour in relation to their allergies; and
- 4.19 Pupils permitted to leave the School site should know what to do if they have an allergic reaction off School premises. This should include how to treat themselves and raise the alarm to get help.

5. INFORMATION AND DOCUMENTATION

- 5.1 The School has a register of pupils who have a diagnosed allergy. This includes children who have a history of anaphylaxis or have been prescribed adrenaline pens, as well as pupils with an allergy where no adrenaline pens have been prescribed.
- 5.2 Each pupil with an allergy has an Individual Healthcare Plan. The information on this plan includes:
 - Known allergens and risk factors for allergic reactions;
 - A history of their allergic reactions;
 - Detail of the medication the pupil has been prescribed including dose, this should include adrenaline pens, antihistamine etc;
 - A copy of parental consent to administer medication, including the use of spare adrenaline pens in case of suspected anaphylaxis;
 - A photograph of each pupil; and
 - A copy of their Allergy Action Plan.

6. ASSESSING RISK

- 6.1 Allergens can crop up in unexpected places. Staff (including visiting staff) will consider allergies in all activity planning and include it in risk assessments. Some examples include:
 - Classroom activities, for example craft using food packaging, science experiments where allergens are present, food tech or cooking
 - Bringing animals into the School, for example a dog or hatching chick eggs can pose a risk.
 - Running activities or clubs where they might hand out snacks or food 'treats'. Ensure safe food is provided or consider an alternative non-food treat for all pupils.
 - Planning special events, such as cultural days and celebrations
- 6.2 Inclusion of pupils with allergies must be considered alongside safety and they should not be excluded. If necessary, adapt the activity.

7. FOOD, INCLUDING MEALTIMES & SNACKS

- 7.1 **Catering in School -** The School is committed to providing a safe meal for all students, including those with food allergies.
 - 7.1.1 Due diligence is carried out with regard to allergen management when appointing catering staff;
 - 7.1.2 All catering staff and other staff preparing food will receive relevant and appropriate allergen awareness training;

- 7.1.3 Anyone preparing food for pupils with allergies will follow good hygiene practices, food safety and allergen management procedures;
- 7.1.4 The catering team will endeavour to meet with all new pupils and staff with allergies where possible. If it is not possible to meet them then new pupils and staff with allergies will be identified to catering by a Tudor Hall staff member.
- 7.1.5 The School has robust procedures in place to identify pupils with food allergies. All pupils and staff with dietary need are asked to identify themselves at the counter before making a food choice. Any pupils with severe allergies or complex diets will have their food pre-plated, covered and named. Other procedures are:
 - a. A list of pupils with food allergies is created by Health Centre and distributed to the Head of Catering (Lou Gough of Sodexo.)
 - b. The Head of Catering identifies each pupil and discusses catering processes with them and introduces the pupils to catering staff.
 - c. A list including photos of pupils with risk of anaphylaxis and prescribed EPIPENs is circulated to all catering staff.
- 7.1.6 School cannot display ingredient information on the wide range of foods provided at each service. Catering completes an Allergen matrix for every service, for all dishes produced and this is available at all times for reference. This lists the 14 main allergens.
- 7.1.7 Any pupil or staff member with known allergies outside of the 14 are also captured on the matrix.
- 7.1.8 Food containing the main 14 allergens (see Allergens definition) will be clearly identified for pupils, staff and visitors to see. Other ingredient information will be available on request. For pupils or staff with allergies to food other than the 'main 14' they must always identify themselves to the catering staff.
- 7.1.9 Food packaged to go will comply with PPDS legislation (Natasha's Law) requiring the allergen information to be displayed on the packaging;
- 7.1.10 Where changes are made to the ingredients the matrix will be updated on a daily basis to reflect these changes. The matrix also lists any precautionary allergy information e.g. 'may contain.'
- 7.1.11 School's policy is on products with Precautionary Allergen Labelling or 'May Contain' labelling is as follows: School menus are available for parents to view with the ingredients clearly labelled. Catering staff keep in contact with food suppliers as ingredients may change. In cases where product ingredient lists contain precautionary allergen labelling, e.g. 'may contain X', Individual Healthcare Plans are to be consulted. We understand that some pupils may be able to eat foods labelled as 'may contain', but others may need to strictly avoid them.

7.2 Food brought into School

7.2.1 All packed lunches for trips, or required in school, are pre-ordered by Tudor staff, and this will contain the names and dietary requirements of any pupil or member of staff with an allergy or intolerance.

- 7.2.2 In the Tuck Shop the same rules apply, and staff and pupils need to identify themselves. A copy of the dietary needs sheet produced by the Health Centre is in the Tuck Shop.
- 7.2.3 For Charity and/ or School Fundraisers, e.g. Cake Sales, the allergens policy is re-circulated to pupils and families before the event, and any items brought into school in advance must be checked before the sale.
- 7.3 **Food bans or restrictions -** This School is an Allergen Aware School. We have students with a wide range of allergies to different foods, so we encourage a considered approach to bringing in food.
 - 7.3.1 We try to restrict peanuts and tree nuts as much as possible on the site and check all foods coming into the kitchen.
 - 7.3.2 All food coming onto School premises or taken on a School trip or to a match should be checked to ensure peanuts and tree nuts are not an ingredient in another product. Please check the label on all foods brought in. Common foods that contain these goods as an ingredient include: packaged nuts, cereal bars, chocolate bars, nut butters, chocolate spread, sauces.

7.4 **Food hygiene for pupils**

- 7.4.1 Pupils will wash their hands before and after eating.
- 7.4.2 Sharing, swapping or throwing food is not allowed.
- 7.4.3 Water bottles and packed lunches should be clearly labelled.
- 7.4.4 **Food Technology** pupils sit in an allocated seating plan set out by the teacher. This seating plan contains information on allergies and intolerances within each class. Teachers, Technicians and TA's are all informed of these. The Head of Department (HoD) has completed training for Allergy Aware and runs a kitchen where this ethos is delivered.
- 7.4.5 Alternative ingredients are provided for those with allergies/intolerances and those with an adrenaline pen place these at the front of the class at the start of each lesson. All department staff are trained in both adrenaline pen and first aid. A spare adrenaline pen is also kept in the classroom at all times. Allergies and intolerances are taught as part of the academic curriculum to raise awareness and to prevent contamination.
- 7.4.6 **Boarding Houses** have a list of girls with dietary requirements, allergies and intolerances in the office. House staff ensure daily supplies include alternative provision for those with allergies and intolerances e.g. oat milk, gluten free bread etc. Girls are regularly reminded in house meetings of food requirements and expectations (e.g. no nuts in house, food appropriately stored etc.)
- 7.4.7 When running food activities, House staff ensure there is alternative provision and food is prepared separately e.g. on hot chocolate night, a separate pan of dairy free hot chocolate is prepared with a separate wooden spoon.
- 7.4.8 Fridges are checked at least once a week and all food incorrectly stored or unwrapped is thrown away, along with items that are out of date. Any items containing nuts are confiscated and thrown away.

7.4.9 All House staff know which pupils have adrenaline pens, and where the pens and the spare pens are kept.

8. SCHOOL TRIPS AND SPORTS FIXTURES

- 8.1 Staff leading the trip will have a register of pupils with allergies with medication details
- 8.2 Allergies will be considered on the risk assessment and catering provision put in place.
- 8.3 Consult with the parents if the trip requires an overnight stay.
- 8.4 Staff accompanying the trip will be trained to recognise and respond to an allergic reaction;
- 8.5 Allergens will be clearly labelled on catered packed lunches. If you have a pupil with an allergy to a food outside the 'main 14' you should have a clear system in place to ensure they always receive a safe meal.
- 8.6 If attending Match Tea at another School, details of their dietary requirements will be sent ahead to ensure they have a safe meal.
- 8.7 See Adrenaline Pens section for School Trips and Sports Fixtures

9. INSECT STINGS

- 9.1 Pupils with a known insect venom allergy should:
 - 9.1.1 Avoid walking around in bare feet or sandals when outside and when possible keep arms and legs covered;
 - 9.1.2 Avoid wearing strong perfumes or cosmetics; and
 - 9.1.3 Keep food and drink covered.
- 9.2 The School Estates and Grounds team will monitor the grounds for wasp or bee nests. Pupils (with or without allergies) should notify a member of staff if they find a wasp or bee nest in the School grounds and avoid them.

10. ANIMALS

- 10.1 It is normally the dander that causes a person with an animal allergy to react.
- 10.2 Precautions to limit the risk of an allergic reaction include:
 - 10.2.1 A pupil with a known animal allergy should avoid the animal they are allergic to;
 - 10.2.2 If an animal comes on site a risk assessment will be done prior to the visit;
 - 10.2.3 Areas visited by animals will be cleaned thoroughly;
 - 10.2.4 Anyone in contact with an animal will wash their hands after contact;
 - 10.2.5 If an animal lives on site, for example in a Boarding house, parents will be made aware and consideration and adaptations will be made;

10.2.6 School trips that include visits to animals will be carefully risk assessed.

11. ALLERGIC RHINITIS/ HAYFEVER

11.1 Effective cleaning practices are carried out to alleviate hay fever symptoms and create a conducive learning environment for all. Dust, pollen and other allergens can accumulate on surfaces (like desks, chairs, windowsills and floors) and trigger allergic reactions. By prioritising regular cleaning routines, we reduce the presence of allergens and create a cleaner indoor air environment. Over the counter medication for seasonal allergies is recommended by the Health Centre staff in consultation with parents and pupils will be referred to a GP for severe cases.

12. INCLUSION AND MENTAL HEALTH

- 12.1 Allergies can have a significant impact on mental health and wellbeing. Pupils may experience anxiety and depression and are more susceptible to bullying.
 - 12.1.1 No child with allergies should be excluded from taking part in a School activity, whether on the School premises or a School trip;
 - 12.1.2 Pupils with allergies may require additional pastoral support including regular check-ins from their Tutor/ House Parent etc;
 - 12.1.3 Affected pupils will be given consideration in advance of wider School discussions about allergy and School Allergy Awareness initiatives; and
 - 12.1.4 Bullying related to allergy will be treated in line with the School's antibullying policy.

13. ADRENALINE PENS

13.1 <u>See the government guidance on Adrenaline Pens in Schools.</u>

13.2 **Storage of adrenaline pens**

- 13.2.1 Pupils prescribed with adrenaline pens will have <u>easy access to **two**</u>, in-<u>date pens at all times</u>;
- 13.2.2 Spot checks will be made to ensure adrenaline pens are where they should be and in date;
- 13.2.3 Adrenaline pens are stored at moderate temperatures (see manufacturer's guidelines), not in direct sunlight or above a heat source (for example a radiator); and
- 13.2.4 Used or out of date pens will be disposed of as sharps;
- 13.3 **Spare pens** The School has spare adrenaline pens in the Health Centre, one for each pupil, to be used in accordance with Government guidance.
- 13.4 The adrenaline pens are clearly signposted and are stored in the Health Centre

- 13.5 Janet Bonham and the Health Centre team are responsible for:
 - 13.5.1 Deciding how many spare pens are required;
 - 13.5.2 What dosage is required, based on the Resuscitation Council UK's agebased guidance (see page 11);
 - 13.5.3 Which brand(s) to buy. Schools are recommended to buy a single brand if possible to avoid confusion.
 - 13.5.4 The purchasing of spare adrenaline pens which can be obtained at low cost from a local pharmacy. See Government guidance above; and
 - 13.5.5 Distribution around the site and clear signage.
- 13.6 Adrenaline pens on School trips and match days.
 - 13.6.1 No child with a prescribed adrenaline pen will be able to go on a School trip without two of their own pens;
 - 13.6.2 Adrenaline pens will be kept close to the pupils at all times e.g. not stored in the hold of the coach when travelling or left in changing rooms;
 - 13.6.3 Adrenaline pens will be protected from extreme temperatures;
 - 13.6.4 Staff accompanying the pupils will be aware of pupils with allergies and be trained to recognise and respond to an allergic reaction; and
 - 13.6.5 Consider whether to take spare pens to sporting fixtures and on trips.

14. RESPONDING TO AN ALLERGIC REACTION /ANAPHYLAXIS

- 14.1 If a pupil has an allergic reaction they will be treated in accordance with their Allergy Action Plan and a member of staff will contact the on-duty Nurse in the Health Centre.
- 14.2 If anaphylaxis is suspected adrenaline will be administered without delay, lying the pupil down with their legs raised. They will be treated where they are and medication brought to them.
- 14.3 A pupil's own prescribed medication will be used to treat allergic reactions if immediately available.
- 14.4 This will be administered by the pupil themselves or by a member of staff. Ideally the member of staff will be trained, but in an emergency anyone will administer adrenaline.
- 14.5 If the pupil's own adrenaline pen is not available or misfires, then a spare adrenaline pen will be used.
- 14.6 If anaphylaxis is suspected but the pupil does not have a prescribed adrenaline pen or Allergy Action Plan, a member of staff will ensure they are lying down with their legs raised, call 999 and explain anaphylaxis is suspected. They will inform the operator that spare adrenaline pens are available and follow instructions from the operator. The MHRA says that in exceptional circumstances, a spare adrenaline pen can be administered to anyone for the purposes of saving their life.
- 14.7 The pupil will not be moved until a medical professional/ paramedic has arrived, even if they are feeling better.

14.8 Anyone who has had suspected anaphylaxis and received adrenaline must go to hospital, even if they appear to have recovered. A member of staff will accompany the pupil in an ambulance and stay until a parent or guardian arrives.

15. TRAINING

- 15.1 The School is committed to training all staff annually to give them a good understanding of allergy. This includes:
 - 15.1.1 Understanding what an allergy is;
 - 15.1.2 How to reduce the risk of an allergic reaction occurring;
 - 15.1.3 How to recognise and treat an allergic reaction, including anaphylaxis;
 - 15.1.4 How the School manages allergies, documentation, communication of information etc;
 - 15.1.5 Where adrenaline pens are kept (both prescribed pens and spare pens) and how to access them;
 - 15.1.6 The importance of inclusion of pupils with food allergies, the impact of allergy on mental health and wellbeing and the risk of allergy related bullying;
 - 15.1.7 Understanding food labelling; and
 - 15.1.8 Taking part in a termly anaphylaxis briefing, and an annual anaphylaxis drill.
- 15.2 The School will carry out an anaphylaxis drill once a year.

16. ASTHMA

16.1 It is vital that pupils with allergies keep their asthma well controlled, because asthma can be exacerbated by allergic reactions.

Written by Bursar: January 2025 Reviewed by Deputy Head (Pastoral): January 2025