

Managing nut and other allergies

Action	Document to be reviewed annually or more frequently if required		
	Owner	Date	Completed
Review	P Vanni / M Vernon	November 2016	✓
Reported	Health & Safety Committee	January 2017	✓

To be published on the following:	
Staff Portal	✓
School website	✓

Introduction

This policy should be read in conjunction with the School's **First Aid** policy.

ANAPHYLAXIS is a severe allergic reaction at the extreme end of the allergic spectrum, affecting the entire body, and can occur within minutes of exposure (see *appendix 1*). The main causes are attributed to nuts, sesame seeds and some seafood. This policy focuses on the management of nut allergies.

Policy

Our Food Standards Policy (see *appendix 1*) emphasises the avoidance of nuts (tree nuts, peanuts and pine nuts) and nut related products in the catering services at St Paul's, recognising the potentially severe allergic reaction, for some people. We also avoid the use of sesame seeds and sesame related products.

We do not claim to be a 'nut-free' school. The Anaphylaxis Campaign advises that this is a pragmatic approach, for the following reasons;

It would be impossible to provide an absolute guarantee that the school is nut free. Pupils regularly bring in food from home and food bought on the way to school.

There would be a risk that children with allergies might be led into a false sense of security.

There is a strong case to be argued that children with food allergies will develop a better awareness and understanding of how to manage their allergies if they grow up in an environment where allergens may be present but, as at St Paul's, are restricted and monitored, as much as is reasonably possible.

Within the catering facilities at St Paul's, we take precautions to minimise the risk of anaphylaxis and other allergenic reactions occurring:

We never knowingly use any nuts (including pine nuts and peanuts) or sesame seeds and associated nut/sesame products in our kitchens.

Pupils who are known to have food allergies (eg nuts, egg, milk, gluten, fish, molluscs, crustaceans) are introduced to key members of the catering team, on their first day at the school, and are encouraged to seek guidance from catering staff - on a daily basis, if necessary - on what they can have, from the menu, for lunch.

Catering staff receive regular training in respect of food allergies.

Food preparation staff take precautions to reduce the risk of cross contamination

Our recipes are analysed, and allergens contained therein are highlighted and recorded

The kitchen produces a daily schedule of the safe food in respect of allergies, whilst the counter display menus identify allergens present in the various dishes.

The café does not knowingly sell any products that specify tree nuts, pine nuts, peanuts or sesame seeds as ingredients.

It should be acknowledged that, given current food manufacturing processes, it is impossible to guarantee that all products will be free from possible 'traces of nuts' and other allergens.

EU allergen regulations, effective from December 2014, relating to pre-packaged food and 'loose' food offered in retail and other food outlets require food service operators to provide information on 14 specified allergens (three of which are nuts, peanuts and sesame). Our commitment to flagging selected allergens on the service counter menu cards now extends to the additional newly prescribed allergens when present in the food we serve. We keep detailed allergen information on all our recipes and other food and drink items, enabling catering staff to be able to provide allergen information whenever asked.

Whilst most allergic reactions are the result of food ingestion, we recognise, too, that severe allergic reactions can occur as a result of individuals being susceptible to airborne allergens. Allergic reactions can also be triggered by touching surfaces – such as computer or piano keyboards which may have been inadvertently contaminated.

The success of minimising anaphylaxis risk – and all other allergenic reactions – requires the co-operation of pupils, staff and parents. Parents are asked not to provide pupils with snacks and cakes (birthdays are potentially high risk occasions) that contain nuts and sesame seeds. A written reminder will be communicated to parents at least once each year.

It is essential that the school has full details of all our pupils' allergies. This information is requested by the school, and must be provided by parents when their daughter joins the school and then updated by parents if allergies are discovered at a later stage. The school nurse should also be provided with a treatment plan and Epipen, clearly marked with the girl's name. In some cases, the school nurse and / or tutor will liaise directly with parents on a regular or occasional basis.

Within the parameters of confidentiality, the school provides – to the catering department and other relevant parties – a list of names and photographs of pupils with severe medical conditions including severe allergies.

When the school provides packed lunches for trips away, catering staff are provided with a list of girls who have allergies and specially labelled packed lunches are provided, accordingly.

When pupils take part in single or multi-day school trips, participating pupils' allergies, their respective treatments and other associated requirements are factored into the planning process.

Whilst the school will exercise all due care and attention to minimise risk, pupils are expected to self-manage their allergy, too, having an understanding of;

- Foods which are safe or unsafe
- When to ask staff to change (self-service) serving utensils, if they think cross-contamination has taken place
- Their specific symptoms, if an allergic reaction occurs
- Their responsibility to carry their Epipen with them at all times
- Who to advise, if and when an allergic reaction happens
- Letting friends and staff know about their allergy, in case of emergency
- When to seek guidance (and from whom) – if in doubt

Availability of this policy

This policy is available on our website <http://spgs.org/school-policies/> or is available on request from the school office, St Paul's Girls' School, Brook Green, London, W6 7BS (tel: 0207 603 2288)

Anaphylaxis protocol

How do I recognise an anaphylaxis reaction and what action should I take?

Early symptoms include

Itchy, urticarial rash anywhere on the body
Runny nose and watery eyes
Nausea and vomiting
Dizziness

Danger signs include

Swelling of the lips, tongue and throat
Cough, wheeze, tightness of chest or shortness of breath
Sudden collapse or unconsciousness

Treatment will depend on the severity of the reaction

For mild symptoms Piriton or inhaler may be given by a health co-ordinator, first aider or (on trips away from school) by any adult attendant. The agreed health plan will be in a named medical box stored in the medical centre or taken away on the trip.

For severe symptoms (see Emergency procedure, below) an EpiPen device should be used. This should be administered into the thigh muscle (can be delivered through clothing) and will allow the adrenaline to quickly reverse the effects of the allergic reaction. The child should then be taken to hospital

Emergency procedure

The following procedure must be adopted;

- Call an ambulance and send a responsible person to fetch the child's emergency box
- Call the school nurse. If she is unavailable, send a responsible person to the school office and ask for a first aider
- Monitor the child's condition carefully
- Administer the EpiPen
 - Remove packaging and pull off the blue safety cap from the EpiPen
 - Hold the device about 10 cm from the outer thigh
 - Inject - swing and jab the orange tip firmly against the outer thigh and listen for an audible click from the mechanism - hold in place for 10 seconds
 - The orange tip extends on removal
 - Massage the area for 10 seconds
- Monitor the child's progress - a second dose of EpiPen may be required after 10 minutes, if the condition has not improved and help has still not arrived
- When the ambulance crew arrives, ascertain where they will be taking the child and give all used EpiPens to the ambulance crew for safe disposal
- Contact the child's parents, guardian or next of kin and advise them to meet at the hospital, if they are not in the immediate vicinity
- Accompany the child to hospital if the parents have not arrived.



FOOD STANDARDS POLICY

At St Paul's Girls' School, we provide a fresh, healthy, varied and tasty lunch menu, so encouraging all our pupils to take and enjoy the important mid-day meal - eating well and stimulating an interest in food and nutrition.

To ensure balance and variety, our lunch menus feature four main course choices each day, comprising a 'Classic' style dish, a fish dish, a grill or stir-fry and a vegetarian option.

It is our policy to use predominantly fresh food, delivered daily. We use salt sparingly, to season the food, during some of the cooking processes, but avoid its use as much as possible. We use natural sugars where possible and we ensure that our daily offer contains fibre, protein, starchy carbohydrate, vitamins, iron and other essential minerals, so important for young, growing people.

Whilst we serve fried food occasionally, we use good quality vegetable oils and we do not use deep fat fryers.

Each day, there is a selection of green - and other - vegetables available, together with a range of home-made salads and a variety of fresh fruit.

Our desserts are all freshly made and we never use confectionery type products as part of the lunch offer.

Jugs of freshly drawn drinking water are provided on every table in the dining room, and topped up throughout the lunchtime service. There is also a chilled drinking water (still and sparkling) dispenser located in the dining room and available to students throughout the day.

We review and change our menus regularly, using imagination and drawing on different cultures from around the world - whilst still finding room for the traditional favourites. Within the parameters of the menu options, we believe that our pupils should be free to make considered choices. Self-service food counters enable our pupils to take what they require - in terms of portion size - for main course, dessert and fresh fruit.

We are very conscious of individuals' dietary requirements, whether by personal choice or medical necessity. A great deal of thought and effort goes into providing a varied and original daily vegetarian dish and our catering team is always willing to assist with advice regarding other dietary needs.

In accordance with our 'Managing Nut and Other Allergies' policy, we avoid using sesame seeds and nuts (or sesame / nut related products), including peanuts and pine nuts, in our cooking but acknowledge that there can be no absolute guarantee that cross contamination has not occurred somewhere in the food supply chain.

We do not knowingly use Genetically Modified foods and our supplier agreements stipulate this fact.