

## Managing Nuts and other Food Allergies Policy

### 1. The Policy

- 1.1. This policy is applicable to The Stephen Perse Foundation (the **Foundation**). It is applicable to the whole nursery, school and boarding community including the Early Years Foundation Stage (**EYFS**).

### 2. Definition of anaphylaxis

- 2.1. Anaphylaxis (also known as anaphylactic shock) is an acute allergic reaction to an antigen, affecting the entire body, and can occur within minutes of exposure. The main causes are attributed to nuts, peanuts, seeds and seafood.

### 3. Introduction

- 3.1. The Foundation recognises that a number of members of the Foundation community suffer from potentially life threatening allergies or intolerances to certain foods. Measures are put in place to ensure that there is an awareness of all allergies and to ensure that the risks are reduced to try to prevent exposure and/or a reaction.

### 4. Aims

- 4.1. The Foundation's aim is to reduce the risk, as far as possible, of any person suffering allergy induced anaphylaxis whilst at the Foundation or whilst attending any Foundation related activity.
- 4.2. This policy outlines how the Foundation ensures that students with food allergies are supported with a specific focus on the prevention of a nut related reaction and/or anaphylaxis. This policy ensures that the Foundation fulfils its statutory responsibility to ensure that pupils are supported with any medical conditions at school and has been written to comply with the Food Information Regulations 2014.
- 4.3. Information about the Foundation's policy and procedures for responding to an incident of anaphylaxis is contained in the Foundation's First Aid Policy, Medicines Policy and Supporting Pupils with Medical Conditions Policy.

## **5. Nuts**

- 5.1. The Foundation's position is not to guarantee a nut free environment but to minimise the risk of exposure as far as possible by hazard identification, instruction and information.
- 5.2. 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 Foundation sites are nut free because students regularly bring in food from home;
  - There would be a risk that students with allergies might be led into a false sense of security;
  - A nut ban could be seen as a precedent for other 'risky' foods.
- 5.3. There is a strong argument 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.

## **6. Responsibilities and Implementation**

### **6.1. The Foundation, in conjunction with its external catering provider will:**

- Ensure that Foundation staff, catering staff, contractors and any other visitors do not knowingly bring or use any nuts (including pine nuts and peanuts), sesame seeds and associated nut/sesame products on to the Foundation sites.
- Ensure that items which the supplier indicates 'may contain' nuts are labelled accordingly.
- Ensure that all food and catering suppliers are aware of the Foundation's policy for managing nuts and other food allergies.
- Indicate on the daily menus where any of the 14 major allergens are present for each dish and supporting students whose allergies fall outside of these 14 food allergens.
- Label all pre-packaged foods in accordance with legislation.
- Require parents/carers to provide details of their child's allergies on joining the Foundation and making the catering team and other relevant staff aware of these, where applicable. Parents/carers are required to keep the Foundation updated of any changes to their child's medical needs, including if they become aware of any new allergies.
- Ensure that students and their parents/carers are made aware that nuts and peanuts and/or snacks, cakes and any other foods containing nuts and peanuts are not permitted on Foundation sites or on any trips. A written reminder will be communicated to parents/carers at least once each year.
- Include students' allergies in the planning process and risk assessment of all trips.
- Ensuring that catering staff receive regular training in respect of food allergens and catering staff serving in the kitchens are briefed each day of which dishes contain the 14 major food allergens.
- Establish and follow clear procedures and responsibilities to be followed by all staff in meeting the needs of students with additional medical needs (as set out in the related policies listed above).

- Provide, via the school office, the catering manager on each site with updated information each term regarding all students who have allergies and/or food intolerances and on an adhoc basis when a new student begins in the Foundation or their information is updated by their parent/carer or by the student in the case of those who are over 16.
- Remind parents/carers to update their child's personal and medical details at the start of each term.

#### 6.1.1 Procedures

##### **EYFS**

Prior to the start of each week allergy information for named children is shared via ISAMS with the EYFS catering team. In addition, the Early Years SLT, shares the attendance pattern for children with allergies for the coming week. This enables the EYFS catering team to cross reference the received information with each child's photograph and allergy information in the MIS. When parents inform the Foundation of changes this is updated immediately in the MIS shared with the catering team and shared with the Nursery staff. Within the Nursery, at the point of serving, the FS13 form details the allergens contained in the food for the Nursery staff to cross reference with their dietary requirements sheets before giving the food to the child.

##### **Y1-6**

All pupils in both KS1 and KS2 who have a food allergy are given a yellow lanyard. This is worn prior to the child joining the lunch queue and acts as a visual reminder for the catering team to check the allergen records that are stored for each child in the kitchen area. KS2 Students with food allergies are introduced to the allergy champion by their class teacher. Our KS2 Students are empowered to speak to the catering team about their allergies and the food they take.

##### **11-18**

Information is communicated to the catering team at the senior school and Sixth Form. Photographs are displayed in the food preparation area and where VeriCool is in place the information is detailed on the student record. Students with food allergies are introduced to the allergy champion by the Healthcare Practitioner. Students are empowered to speak to the catering team about their allergies and the food they take. In the case of measures required through the IHCP plated meals are available.

- 6.1.1. Whilst the Foundation, in conjunction with the external catering provider, exercises due care and attention to minimise risk, given current food manufacturing processes, it is impossible to guarantee that all products brought on to the site will be free from possible nut traces. The success of reducing anaphylaxis risk and other allergic reactions also requires the cooperation of all students, staff, parents and any other member of the Foundation community.
- 6.1.2. The Foundation labels all pre-packaged food in accordance with legislation.
- 6.1.3. The 14 major food allergens are indicated on the daily menus. Due to the broad number of food allergies, the Foundation expects staff, contractors and any other visitors to the Foundation to use their own discretion in respect of any allergies that fall outside of the 14

major food allergens.

## 6.2. Responsibilities of parents/carers:

- Providing full details of their child's allergies when they join the Foundation and any new allergies that they become aware of during their child's time at the Foundation as soon as possible.
- Ensuring that they do not provide their child with snacks, cakes and any other foods containing nuts and peanuts to take to any Foundation site or on any trips.
- Supporting their child to be able to self manage their allergy, as appropriate to their age.

6.2.1. Whilst the Foundation will exercise all due care and attention to minimise risk, with the support of their parents, students are also expected to self manage their allergy, including being aware of:

- Foods which are safe or unsafe;
- When to ask catering staff about the ingredients of dishes, if they are unsure;
- When to consult catering staff if they think that food has been cross-contaminated (e.g. asking for serving utensils to be changed);
- Their own symptoms which may present if an allergic reaction occurs;
- For students in the Sixth Form and Senior School (where appropriate), their responsibility to carry their Adrenaline Auto-Injector (AAI), such as an 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.

## 7. Related documentation:

- First Aid Policy
- Ill Health Procedures
- Medicines Policy
- Supporting Pupils with Medical Conditions Policy

**Reviewed:** August 2022

### Version Control

Date of adoption of this policy	23 June 2021
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Policy owner	Vice Principal
Authorised by	Heads of Schools and Director of Operations