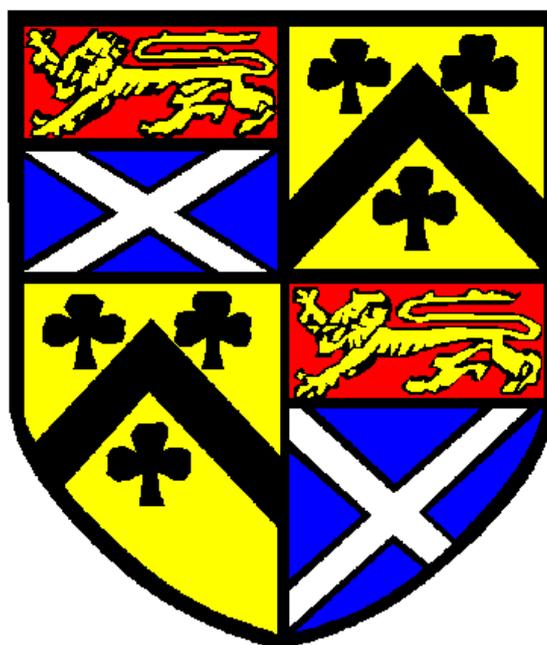


The Rochester Grammar School

Nut-Free Policy



This policy was adopted on	September 2019
The policy is to be reviewed on	September 2023

1. Statement of intent

The school aims to practise a nut free policy although we recognise that this cannot be guaranteed. This policy serves to set out all measures to reduce the risk to those students and adults who may suffer an anaphylactic reaction if exposed to nuts. The school aims to protect students, staff and visitors who have allergies to nuts yet also help them to take responsibility as to what foods they can eat and to be aware of where and how they may be put at risk.

Annually, our new student intake are made aware that we do not allow nuts, or products containing nuts, within our premises and grounds.

Our Nut-Free Policy means that the following items listed, but not limited to, should not be brought into school:

- Packet nuts of any variety, tree nuts or peanuts
- Peanut butter sandwiches
- Fruit and cereal bars that contain nuts
- Chocolate bars or sweets that contain nuts
- Sesame seeds (rolls, etc.)
- Cakes made with, or containing, nuts

We have a policy to not use nuts in any of our food prepared on site at our school. Our suppliers provide us with nut-free products. However, we cannot guarantee freedom from nut traces. Due to the current food manufacturing processes it is impossible to guarantee that all products will be free from possible 'traces of nuts' and other allergens.

Whilst most allergic reactions are the result of food ingestion, we recognise 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 school will take precautions within the catering facilities to minimise the risk of anaphylaxis and other allergenic reactions occurring. We never knowingly use any nuts or sesame seeds and associated nut/sesame products in our kitchens.

Pupils who are known to have food allergies, (e.g. 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.

Epi Pen trained staff are named First Aiders. Please check the school office, medical room and the staffroom noticeboard for a list of qualified staff.

2. Definition

Anaphylaxis, also known as anaphylactic shock, is an allergic condition that can be severe and potentially fatal. The main causes are attributed to nuts, seeds and seafood. This policy focuses on the management of nut allergies.

Anaphylaxis is the body's immune system reacting badly to a substance (an allergen), such as food, which it wrongly perceives as a threat. The whole body can be affected, usually within minutes of contact with an allergen, although sometimes the reaction can happen hours later.

3. Recognising anaphylaxis reaction and appropriate action

Early symptoms

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

Danger signs

- 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.

Mild Symptoms

A suitable antihistamine relief or an inhaler may be given by a health co-ordinator, first aider or, on trips away from school, by any adult supervisor. The agreed health plan will be in a named medical box stored in the medical office or taken away on the trip.

Severe Symptoms

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 person should then be taken to hospital.

Emergency Procedures

1. Call an ambulance
2. Send a responsible person to fetch the emergency box
3. If in school, send a responsible person to the office and ask for a first aider
4. Carefully monitor the person's condition
5. If necessary, administer the EpiPen:
 - Remove packaging and pull off blue safety cap
 - Hold pen about 10 cm from the outer thigh
 - Inject – aim and jab the orange tip firmly against the outer thigh and listen for an audible click. Hold for 10 seconds

- The orange tip extends on removal
 - Massage the area for 10 seconds
 - Monitor the person'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
6. When the ambulance crew arrives, ascertain where they will be taking the person and give all used EpiPens to the ambulance crew for safe disposal
 7. Contact the person's parents, guardian or next of kin and advise them to meet at the hospital
 8. Accompany the person to hospital if the next of kin has not arrived

4. Responsibilities

The School

The school will communicate to all staff, parents and third parties at the school that they are not to bring in or consume nut products within the premises.

Staff will ensure that good hand washing practice is followed. Caution must be taken at certain times of year such as Easter and Christmas. If staff distribute confectionary, care must be taken to ensure that no nuts are included in the product. Some products that are a cause for concern but not limited to, are:

- Celebrations
- Roses
- Heroes
- Quality Street

All product packaging must be checked for warnings directed at nut allergy sufferers and if the following or similar are displayed, the product must not be used in school.

- Not suitable for nut allergy sufferers
- This product contains nuts
- This product may contain traces nuts

The School will provide a copy of this policy to caterers and any lettings companies or other organisations using the premises.

The policy is to be included as part of the checklist within the induction process for new staff, or work experience, when joining the school including supply and support staff.

The policy will be reviewed every 4 years, or sooner if changes are deemed necessary

The school will communicate this policy to all staff periodically via email and at the start of the academic year.

The school will provide 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 then the catering staff will be given a list of named persons who have allergies and specially labelled packed lunches shall be provided.

When pupils take part in single or multi-day school trips, the school will factor in to the planning process any participating pupil allergies, or respective treatments and requirements.

Parents and Carers

Parents and carers must notify the school of any known or suspected allergy to nuts and provide all required information detailed on their child's individual healthcare plan.

Parents must not provide any food or treats (such as for birthdays) unless they have checked the ingredients carefully, likewise for snack and lunch box choices. Homemade snack or party food contributions must have a label detailing all ingredients present and the kitchen environment where the food was prepared must be nut free. If you are unsure about a selection please speak to a staff member before bringing the food item into school.

Lunch box items containing nuts or nut products will be removed by staff and replaced an appropriate alternative.

It is essential that the school has full details of all our student allergies. This information is requested by the school and must be provided by parents and updated as necessary if allergies are discovered at a later stage.

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

- Foods which are safe or unsafe
- Specific symptoms, if an allergic reaction occurs
- Their responsibility to carry their EpiPen with them at all times
- To ask staff to change serving utensils if they think cross-contamination has occurred
- Letting friends and staff know about their allergy in case of emergency
- If in doubt, who and where to seek guidance

5. Relevant legislation and further guidance

- Food Standards Agency <https://www.food.gov.uk/> for consumers, Allergy and Intolerance
- FSA rules and legislation <https://allergytraining.food.gov.uk/english/rules-and-legislation/>
- The Human Medicines Regulations (2012) <http://www.legislation.gov.uk/ukxi/2012/1916/contents/made>
- Managing Medicines in Schools and Early Years Settings (DfES 2005) <https://healtheducationtrust.org.uk/medicine/>
- Statutory guidance <https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3>