

NARRE WARREN NORTH PRIMARY SCHOOL



ALLERGY MANAGEMENT POLICY

RATIONALE

Narre Warren North Primary School is committed to child safety and establishing and maintaining child safe and child friendly environments where all children are valued and feel safe. By providing all school environments (this includes onsite, online activities and offsite for excursions, camps, etc. and outside of school activities) that are stimulating, safe, happy and positive, we foster the learning potential of our children.

Narre Warren North Primary School has students with allergies and actively supports these students in gaining knowledge of their allergy, thereby enabling the student to develop their own risk minimisation strategies.

The key to prevention of allergies in schools is knowledge of those students who have been diagnosed at risk, awareness of triggers (allergens), and prevention of exposure to these triggers. Partnerships between schools and parents are important in ensuring that certain foods or items are kept away from the student while at school.

PURPOSE

- To provide, as far as practicable, a safe and supportive environment in which students at risk of allergic reactions can participate equally in all aspects of the student's schooling.
- To raise awareness about allergic reactions and anaphylaxis and the school's policies in the school community.
- To engage with parents/carers of students at risk of an allergic reaction in assessing risks, developing risk minimisation strategies and management strategies for the student.
- To ensure that each staff member has adequate knowledge about allergies, anaphylaxis and the school's policy and procedures in responding to an allergic reaction.
- To ensure our school is able to manage students with mild to moderate allergies, who have a green ASCIA Action Plan.

Definition

An allergy occurs when a person's immune system reacts to substances in the environment that are harmless for most people. These substances are known as allergens and are found in foods, insects, some medicines, house dust mites, pets and pollen.

This policy applies to a student with a diagnosed food, insect or medication allergy who has a mild to moderate allergic reaction to an allergen. A student with a known food or insect sting allergy who has had a previous severe reaction is usually diagnosed as being at risk of having a severe allergic reaction (anaphylaxis). See related policies, Anaphylaxis.

Children with allergies who are not considered to have anaphylaxis should be provided with an ASCIA Action Plan for Allergic Reactions (green plan).

Children with concomitant food allergy and significant asthma are at increased risk for more severe allergic reactions. Where a child with food allergy has active asthma (wheeze or cough with exertion or at night requiring regular treatment with a bronchodilator) it is imperative that this is identified and managed accordingly.

Common allergens include: peanuts, tree nuts such as cashews, eggs, cow's milk, wheat, soy, fish and shellfish, sesame, insect stings and bites and medications. Signs of a mild to moderate allergic reaction include: hives or welts, swelling of the lips, face and eyes and/or tingling mouth.

Children with allergies may still progress to having a severe reaction or anaphylaxis. As this cannot be predicted, children with mild to moderate allergic reactions should be monitored carefully after any reaction. Signs of anaphylaxis (severe allergic reaction) include any one of the following: Difficult/noisy breathing; swelling of tongue; swelling/tightness in throat; difficulty talking and/or hoarse voice; wheeze or persistent cough; persistent dizziness or collapse; or pale and floppy (young children) Abdominal pain and/or vomiting are signs of a severe allergic reaction to insects. Mild to moderate allergic reactions (such as hives or swelling) may not always occur before anaphylaxis.

If a student appears to be having a severe allergic reaction, but has not been previously diagnosed with an allergy or being at risk of anaphylaxis, the school staff should follow the school's Anaphylaxis first aid procedures and administer an adrenaline auto injector for general use.

Impact at school

- Schools are required to ensure all students feel safe and supported at school. This includes supporting and responding to students with mild to moderate allergies. See: Duty of Care within Related policies.
- An allergic reaction can be traumatic for the student and others witnessing the reaction.
- It is important to be aware that some students with an allergy may not wish to be singled out or seen to be treated differently.

Risk Minimisation Strategies

1. General Food Policy

Narre Warren North Primary School recommends that there should be no trading or sharing of food.

2. Grade Parties

Narre Warren North Primary School recommends that parents will be advised in writing, by the classroom teacher, of when a class party is to take place. Parents of students with severe food allergies will be asked to provide their child with their own food. Staff will make no food choices for students who are known to have food allergies.

3. Classroom activities that involve food.

Narre Warren North Primary School recommends that a notice be sent home by the classroom teacher advising parents of ingredients that will be used in the activity.

Foods, to which a student has a known allergy, will not knowingly be used in the classroom activity.

4. No Nut Policy

Due to the number of students that have severe allergies to nuts, a 'No Nut Policy' is in place. Students are not to bring nuts, food containing nuts or nut oils such as peanut butter, Nutella etc. Students may bring food that states

'may contain traces of nuts' as these foods are unlikely to contain nuts. Parents and students are advised at the start of each year and reminded throughout the year or where necessary.

5. Treats brought into classrooms

Narre Warren North Primary School does not permit food or drink treats to be brought into the school grounds or classrooms for distribution to other students. Non food/drink treats may be an acceptable treat. Please speak with your child's class teacher regarding suitability. Candy canes at Christmas time are the exception.

6. Special Events – Show Day

Students who have a specific allergy will be required to wear an identifying badge if their parents are not attending. A list of students including photos with known food allergies will be provided to stalls that include food products.

7. Outside School Hours Care

Inform Outside School Hours Care that information about allergies for students attending before and after school care will be shared.

8. General Use EpiPens

Narre Warren North Primary School will ensure that General Use EpiPens are available for use in an emergency, e.g. if a second dose is required or for a person who is not known to be Anaphylactic but showing the symptoms of Anaphylaxis. Stored in the First Aid Room for easy access.

9. Canteen

To provide the canteen providers with a list of students with known Anaphylaxis to food and also students with food allergies. The list will include their allergies and photos of the students. Update this list annually and when changes occur.

10. Camps

Allergy medication must be available during transit and all activities on camps. Camps must be informed of all allergies. A General Use EpiPen will be provided in the NWNPS Camp / Excursions First Aid Bag.

11. Excursions

Planning for off-site activities will include risk minimisation strategies for students at risk of anaphylaxis or allergies including supervision requirements, appropriate number of trained staff, emergency response procedures and other risk controls appropriate to the activity and students attending.

Strategies

ASCIA Action Plan for Allergic Reactions

- Students with a mild or moderate allergy to a food or insect and those with medication allergies should have an ASCIA Action Plan for Allergic Reactions.
- The ASCIA Action Plan should not be used for conditions such as allergic rhinitis (hay fever) or eczema which are managed mainly in the home environment by parents/guardians.

- Students who have an ASCIA Action Plan for Anaphylaxis and a prescribed adrenaline auto injector should NOT have an ASCIA Action Plan for Allergic Reactions if they have some milder allergies as well as severe allergies – these will be included in the Action Plan for Anaphylaxis.
- Students diagnosed with food, insect or medication allergies need to have an ASCIA Action Plan for Allergic Reactions (green plan) completed by the student’s medical practitioner and a colour copy provided to the school by the student’s parents or guardians.
- The ASCIA Action Plan for Allergic Reactions outlines the student’s known mild to moderate food, insect or medication allergies and the emergency procedures to be taken in the event of an allergic reaction.
- The parent is also responsible for:
 - o Informing the school if their child’s medical condition changes, and if relevant provide an updated emergency procedures plan (ASCIA Allergic Reaction Action Plan).
 - o Provide an up to date photo for the emergency procedures plan (ASCIA Allergic Reaction Action Plan) when the plan is provided to the school and when it is reviewed.
 - o Ensuring that the medication is in date, although reminders will be sent out by first aid staff.

Allergic Reaction Management Plan

- An individual Allergic Reactions Management Plan for each student with a diagnosed food, insect or medication allergy, should be developed in conjunction with their parents or guardians and reviewed annually or if the student’s condition changes.
- The plan must include strategies to prevent exposure to the student’s known allergens. If parents indicate their child has an allergy but do not have an ASCIA Action Plan for Allergic Reactions, the school may consider developing a Student Health Support Plan of an Individual Allergic Reactions Management Plan. See Related policies, Health Support Planning Forms.
- The plan must include prevention strategies used by the school to minimise the risk of exposure to known food, insect and medication allergens.
- The individual Allergic Reactions Anaphylaxis Management Plan will be in place as soon as practicable after the student enrolls, and where possible before their first day of school including transition sessions.
- The individual Allergic Reaction Management Plan will set out the following:
 - Information about the diagnosis, including the type of allergy or allergies the student has (based on a diagnosis from a medical practitioner).
 - Strategies to minimise the risk of exposure to allergens while the student is under the care or supervision of school staff, for in-school and out of school settings including camps and excursions.
 - The name of the person/s responsible for implementing the strategies.
 - Information on where the student’s medication will be stored.
 - The student’s emergency contact details.
 - An emergency procedures plan (ASCIA Action Plan), provided by the parent, that:
 - sets out the emergency procedures to be taken in the event of an allergic reaction;

- is signed by a medical practitioner who was treating the child on the date the practitioner signs the emergency procedures plan; and
 - includes an up to date photograph of the student.
- Allergic Reaction Action Plans are displayed in the First Aid Room. It is important to be aware that some students with an allergy may not wish to be singled out or treated differently and we need to respect their privacy.

Communication Plan

The principal will be responsible for ensuring that a communication plan is developed to provide information to all staff, students and parents about allergies (including Anaphylaxis) and the school's allergy and anaphylaxis management policies. This is done through briefings twice a year, medical information print outs and access via Compass.

The communication plan will include information about what steps will be taken to respond to an allergic reaction by a student in a classroom, in the school yard, on school excursions, on school camps and special event days.

Volunteers and casual relief staff of students at risk of anaphylaxis will be informed about students at risk of anaphylaxis and their role in responding to an anaphylactic reaction by a student in their care by our office staff.

All staff will be briefed regularly by a staff member who has up to date anaphylaxis management training on:

- the school's allergy and anaphylaxis management policies.
- the causes, symptoms and treatment of allergies and anaphylaxis.
- the identities of students diagnosed at risk of allergies and anaphylaxis and where their medication is located.
- how to use an auto adrenaline injecting device.
- the school's first aid and emergency response procedures.

Review each student's individual Reactions Management Plan immediately prior to any excursion or camp in which the student is participating with the teacher in charge and any other relevant persons.

Ensure that Allergic Reaction Action Plans and the appropriate medication are taken on excursions and camps.

Ensure that camp or excursion staff where food is provided are informed of student allergies and cater accordingly for any students with allergies.

Regularly communicate with the student's parents/guardians about any health concerns.

Staff Training

All school staff must have up to date training in an anaphylaxis management training course.

At other times while the student is under the care or supervision of the school, including excursions, yard duty, camps and special event days, the principal must ensure that there is a sufficient number of staff present who have up to date training in an anaphylaxis management training course.

The school's first aid procedures and students emergency procedures plan (ASCIA Allergic Reaction Action Plan) will be followed in responding to an allergic reaction.

This policy will be reviewed every 3 years or more often if necessary due to changes in regulations or circumstances.

This policy is to be read in conjunction with the school's First Aid Policy, Anaphylaxis Policy, Administration of Medicines Policy and Duty of Care Policy as well as DET guidelines found on the website:

POLICY REVIEW AND APPROVAL

Policy last reviewed	23/02/2026
Approved by	Principal
Ratified by School Council	10/03/2026
Next scheduled review date	23/02/2029