

ALEC REED ACADEMY

Allergy Awareness Policy

Purpose of Policy

Alec Reed Academy recognises its responsibilities for the safety and wellbeing of its children and staff and is aware of the potential for individuals in the Academy to suffer from allergies. The Academy therefore has a policy to raise awareness to the potential danger of foodstuffs containing allergens and to ensure controls are in place to prevent individuals from experiencing an allergic reaction.

The purpose of this policy is to identify foodstuffs in the Academy containing allergens and to set out the actions to take to reduce the chances of allergic reaction. The policy should ensure successful management of harmful allergens reactions to food allergies among the children and staff. Details of foods containing potentially harmful allergens are included in the Appendix. It is recognised that nuts are potentially the most harmful allergen and are potentially life threatening.

Aims

The aims of this Policy are to:

- Identify the potential threat of allergic reaction and the actions which the Academy and parents can reasonably take to mitigate the risk.
- Identify safeguards amongst the staff and pupils to reduce the risk of allergic reaction.

Potential Threats

Potential threats include:

- Allergen food brought into the Academy in packed lunches by students and staff and in the foodstuffs used in Academy for the purposes of education.
- Contact between persons who have handled allergen related foodstuffs (in or outside the Academy) and allergy sufferers, without appropriate hand washing.
- Food served in the restaurant containing allergens.

Reasonable limitation:

There are many foodstuffs that do not contain allergens but which are labelled as being produced in factories handling nuts or that cannot be guaranteed nut free. It cannot reasonably be expected that all these items be kept out of the Academy. Thus items so packaged and labelled will be permitted in the Academy.

Actions by Parents and Carers:

- Parents and Carers are asked to be aware that pupils on roll have allergies and inform the class teacher if they send their child to the Academy with a product containing nuts;
- Parents/Carers of children with any allergy are requested to inform the Academy, and provide any medical documentation necessary as well as any appropriate medicines as prescribed by the child's doctor.

Actions by Academy Staff:

- Staff will supervise student eating at lunchtime
- Staff will encourage students **NOT** to share food
- Students will be encouraged to wash hands after eating
- Staff will participate in appropriate training to understand and deal with anaphylaxis (severe allergic reactions) as well as more mild reactions such as urticarial reactions (hives)
- Inform other parents via signs and the Academy newsletter
- Raise pupil awareness via teaching and assemblies
- Ensure all students with allergies are known to staff
- To avoid bringing nuts into the Academy.

Actions taken by the Hospitality Service to monitor key factors towards the successful management of harmful allergens

1. Supplier product information

Working closely with suppliers to enable up to date and clear labeling of all products that may contain potentially harmful allergens. Any new products supplied are routinely checked for allergen information.

2. Good kitchen and service practices

Working closely with the local Environmental Health Officer (EHO) to ensure all current legislation is being adhered to.

3. Managing cross contamination

Maintaining rigid food hygiene standards throughout food handling areas.

Where allergenic ingredients are packaged openly/loosely, they are stored separately to reduce the risk of cross contamination. All food handlers employed are trained in all areas of good food hygiene practice.

4. Effective training

Working with the local EHO.

- All chefs hold an intermediate food hygiene certificate.
- All food handlers hold a basic food hygiene certificate.

All food handlers adhere to the Hazard Analysis & Critical Control Point (HACCP) best practice food handling standards.

5. Specific allergy and food intolerance product information:

The Hospitality Service does not purchase any nuts or food stuffs containing nuts. However, the Hospitality Services and their suppliers are unable to guarantee that all products do not contain nut derivatives, due to the potential of airborne contamination. This policy is in line with the industry standard and following advice from the Food Standards Agency (FSA).

6. Good communication

Staff are trained to escalate any concerns a customer may have regarding food intolerance as soon as possible to a line manager if they are unsure of product content.

Where dishes contain potentially dangerous allergens, they are clearly labeled at 'Point of Sale'.

Support to pupils at risk

The Academy will ensure that students at risk are supported. Particular note will be taken of any advice given from medical professionals.

Policy Promotion

This policy will be promoted by:

- Parents and carers being informed through the Academy's newsletter and signs.
- New families to the Academy community being informed.
- Staff being informed and provided with training opportunities.
- Students being informed via teachers, signs and the Academy's newsletter.

Reviewed by Finance and Resources Committee 27 January 2016

Appendix

The following foods are recognised as being potentially harmful allergens to some individuals:

- **Wheat** This includes wheat (such as spelt and Khorasan wheat/ Kamut), rye, barley and oats. It is often found in foods containing flour, such as some baking powders, batter, breadcrumbs, bread, cakes, couscous, meat products, pasta, pastry, sauces, soups and foods dusted with flour. The cereal will need to be declared. However, it is up to you if you want to declare the presence of gluten with this.
- **Egg** This is often found in cakes, some meat products, mayonnaise, mousses, pasta, quiche, sauces and foods brushed or glazed with egg.
- **Crustaceans** This includes crabs, lobster, prawns and scampi. It is often found in shrimp paste used in Thai curries or salads.
- **Peanuts/Nuts** This includes almonds, hazelnuts, walnuts, cashews, pecan nuts, Brazil nuts, pistachio nuts, macadamia or Queensland nuts. These can be found in breads, biscuits, crackers, desserts, ice cream, marzipan (almond paste), nut oils and sauces. Ground, crushed or flaked almonds are often used in Asian dishes such as curries or stir fries.
- **Milk** This is found in butter, cheese, cream, milk powders and yoghurt. It is often used in foods glazed with milk, powdered soups and sauces.
- **Soya** This can be found in beancurd, edamame beans, miso paste, textured soya protein, soya flour or tofu. It is often used in some desserts, ice cream, meat products, sauces and vegetarian products
- **Sesame Seeds** This can be found in bread, breadsticks, houmous, sesame oil and tahini (sesame paste).
- **Celery** This includes celery stalks, leaves and seeds and celeriac. It is often found in celery salt, salads, some meat products, soups and stock cubes.
- **Fish** This is often found in some fish sauces, pizzas, relishes, salad dressings, stock cubes and in Worcestershire sauce.
- **Lupin** This includes lupin seeds and flour, and can be found in some types of bread, pastries and pasta
- **Mollusc** This includes mussels, land snails, squid and whelks. It is often found in oyster sauce or as an ingredient in fish stews.
- **Mustard** This includes liquid mustard, mustard powder and mustard seeds. It is often found in breads, curries, marinades, meat products, salad dressing, sauces and soups.
- **Sulphur Dioxide** This is often used as a preservative in dried fruit, meat products, soft drinks and vegetables as well as in wine and beer.