



**Beaumaris**  
Primary School

**Managing Allergies Guideline  
2015**

## **Rationale**

Schools are now, more than ever, experiencing increased enrolments of students exhibiting allergies to food and other substances. These range in severity and require attention to planning at classroom and school level to ensure safety and inclusion of the child in the learning program and in the playground.

It is our intention at Beaumaris to have an inclusive, safe environment for all members of our school, and to instil confidence in our staff and community to deal with allergies in the school learning and play environments.

## **Outline**

The purpose of this Guideline is to set down the requirements and parameters for classroom organisation, and operating the curriculum to support children with allergies and instil confidence for our families and any staff who work in the classroom or associated learning area.

Our Guideline specifies how we prepare for the child with allergies and communicate to all concerned:

- Clear and timely information is given to teachers at the commencement of each school year through handover processes;
- Health Care Plans are informative and up to date, and are distributed in a timely manner to the class teacher at the commencement of the new school year;
- Awareness of the school community is raised through education, newsletters and specific information to particular classes;
- Emergency Medical training is available to all staff each year as appropriate- ie EPI PEN training
- Early communication with parent/s of child affected is of utmost importance when designing curriculum that requires cooking or handling of food in the classroom- ie Crunch & Sip Procedures, Extreme Weather policy (eating inside), Cooking program, excursions, etc

## **Handover Procedures & Health Care Plans**

Communication is the key here. In Term 1 all teachers will access all relevant student files and ensure they are familiar with the contents.

Time will be made available during School Development time for this to occur. Where there are questions about the currency of medical information, this will be promptly communicated to the Principal or her delegate – ie the Deputy Principal who will follow up with the child's family within the week she/he is notified.

## **Communicating with Parents of Affected Children & Raising Awareness in the School Community**

A rational and common sense approach will be taken to awareness raising in our School Community. This will include the following:

- Facts about the severity of an allergy will be communicated to the parents of the classroom concerned, Specialist Teachers, Cluster teachers, Education Assistants, Cleaning Staff (as required) and any Relief Staff in the classroom;
- Information about students with severe allergies will be made known to all staff to ensure duty teachers supervising eating have an increased awareness;
- Adjustments to the program – ie cooking / handling food in English, Maths, Science, Art will be discussed with the student's parents within the first few days / weeks of the school year or as appropriate to level of severity of allergy;
- Action plans and adjustments will be communicated to all staff working with the particular class and student concerned- ie Specialist staff, Cluster teachers, EAs, parent helpers;
- Early notification of cooking or other food handling learning tasks will be given to all families in the class- at least two school days' notice. The child with an allergy will be given an alternative learning task as per management plan;

- Review of action plans will be done at least once per year with the family.
- Information and this Guideline will be made available on social media, newsletter and the school website.

### **Birthdays and other Celebrations**

Given the multi-cultural nature of the Beaumaris school population and the nature of cakes being a point of celebration across many cultures, the school allows the sharing of cake for celebrations.

Cake for other students is to be in individual portions in the form of cupcakes, and handed to eligible students at the end of the school day on the final siren.

Obviously the child with severe allergies may not participate in consuming cake made by other families due to the inherent risks involved. Other arrangements will be made to enable participation in the celebration or activity concerned. This will be discussed with the student's family. An example of providing an acceptable alternative for the students to participate could be the provision of a number of freezable cupcakes or a healthy alternative instead.

Please note we strongly discourage chocolate or sweets being sent to school for birthdays or special occasions.

### **Easter Fair**

Given the whole school and community nature of this activity there will be a number of activities that may require increased supervision. This can be negotiated with the school on a case by case basis.

Review of this Guideline will occur 6 Feb 2016