

WHITGIFT SCHOOL

LIFE-THREATENING ALLERGIES and MEDICAL DIET POLICY

Colleagues responsible for this policy:

Adrian Norris (Assistant Head, Pastoral and Boarding)

Email: adn@whitgift.co.uk

Katy Lake (Senior Nurse)

Email: k.lake@whitgift.co.uk

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Introduction

This healthcare policy provides a clear framework to ensure the safety, wellbeing, and medical care of all students at Whitgift School, visitors and staff in alignment with legal requirements and best practice standards.

Whitgift School's medical practices are evidence based and follow guidelines and recommendations from the National Institute of Clinical Excellence (NICE), Department of Health and Social Care (DHSC) and the World Health Organisation (WHO). Medical policies are integral to ensuring the health, wellbeing, and safety of students while supporting their learning and development.

Medical policies are designed to address various health-related issues, including first aid procedures, management of chronic conditions, medication administration, and mental health support. Medical policies are intricately linked with safeguarding policies to provide a comprehensive approach to student care, ensuring that the school environment is not only physically safe but also emotionally supportive for all students. Whitgift School welcomes any student with long term medical conditions and will ensure that their needs are met so that students can fulfil their full potential in all aspects of School life.

Safeguarding

Both medical and safeguarding policies stress the importance of confidentiality in handling sensitive student information. Proper records of medical treatment, student health issues, and any safeguarding concerns must be securely kept, with only authorised personnel able to access them.

Both safeguarding and medical policies emphasise the importance of staff training. All teaching and support staff receive regular safeguarding training that includes the identification of health-related concerns such as unexplained injuries or sudden changes in behaviour that could signal underlying medical or psychological issues.

Parental Expectations: Parents and guardians are crucial in the implementation of school policies, particularly those related to health, safeguarding, and behaviour. The following outlines key expectations of parents:

- **Communication and Transparency:** Parents are expected to maintain open lines of communication with the school, particularly regarding any health concerns, medical conditions, or special needs their child may have. This includes providing accurate and up-to-date information about their child's health, wellbeing, and emergency contacts.
- **Informed Consent and Participation:** Parents are responsible for providing informed consent for the administration of medication, medical treatment, and the sharing of relevant health information. They are also encouraged to actively participate in the development of their child's health and safeguarding plans, especially when their child has specific medical or psychological needs.

Student Expectations: Students, too, have a role in maintaining a healthy and safe environment, and they are expected to understand and comply with school policies. The following outlines key expectations of students:

- **Health and Wellbeing:** Students are expected to take responsibility for their own health and wellbeing by adhering to medical guidelines and protocols set by the school. This includes the following procedures for medication administration, seeking help when feeling unwell, and participating in health-related activities such as physical education, if it is safe to do so.
- **Seeking Support and Reporting Concerns:** Students should feel empowered to seek help if they are feeling unwell, stressed, or unsafe. They are encouraged to talk to staff members, including counsellors, teachers, and medical personnel, about any issues affecting their health or emotional wellbeing. Students are also expected to report any concerns regarding safeguarding, such as bullying or potential abuse, in a responsible and timely manner.

The School's Role in Upholding Parent and Student Expectations within our Policies: The school plays a leading role in ensuring that both parent and student expectations are met within the framework of its policies. It is responsible for establishing clear, well communicated policies, providing support for all stakeholders, and creating a safe, inclusive, and well-organised environment that promotes the health, safety, and wellbeing of every student. The school must also maintain transparency, foster collaboration with families, and ensure consistent adherence to these policies.

Clear Communication: The school is responsible for ensuring that all policies, including those related to health, safeguarding, behaviour, and medical care, are clearly communicated to both parents and students. This includes making policies accessible through handbooks, online portals, and meetings. It ensures that parents and students understand their rights and responsibilities and are aware of the school's procedures for handling various situations. Students at risk of becoming unwell in school because of their chronic condition will be identified discretely and appropriate information shared with members of staff on iSAMS, this will provide staff taking any Students out of school for excursions or trips with the relevant information needed to liaise with the school nurse regarding any potential medical needs.

Ongoing Dialogue: The school maintains open lines of communication with parents regarding their child's health and wellbeing, as well as any concerns related to safeguarding or behaviour. This could involve regular updates, parent-teacher conferences, or specific meetings when there are issues that require further discussion or clarification.

Empowering Students and Parents: The school helps empower students to understand their rights and the importance of adhering to policies, particularly those related to safeguarding and health. By fostering an environment where students feel comfortable sharing concerns, the school can better address issues early on. The school also educates parents on how to support their child's health and wellbeing and their role in the school's safeguarding processes.

Health and Welfare Provision: The school is responsible for providing appropriate resources to support students' physical and mental health. This may include on-site medical staff, counsellors, and access to external professionals when necessary. The school ensures that students with medical needs are provided with the appropriate care and accommodation (e.g., medication, emergency plans for chronic conditions) and that their wellbeing is consistently monitored.

Emotional and Psychological Support: In line with safeguarding policies The school provides a supportive environment for emotional and psychological wellbeing. Schools should provide counselling services and mental health resources, ensuring students know where and how to access help. This includes promoting a culture where students feel safe to share any concerns regarding their safety or mental health.

Enforcing Policies: The school is responsible for upholding the principles and procedures outlined in its policies, ensuring that both parents and students comply with them. This may involve actively monitoring students' health, responding promptly to any safeguarding concerns, and taking appropriate actions in case of violations. The school also ensures the proper storage of sensitive health information and confidentiality in handling medical and safeguarding issues.

Risk Management and Prevention: The school plays an essential role in preventing and managing risks related to health, safety, and wellbeing. This includes conducting regular safety audits, health screenings, and monitoring student behaviour to prevent bullying, discrimination, or harm. The school must also have emergency protocols in place for addressing accidents, injuries, and mental health crises, ensuring that all staff are trained to respond effectively.

Inclusive Practices at Whitgift School: At Whitgift School, we are committed to fostering an inclusive, respectful, and supportive environment where every student feels safe, valued, and empowered to thrive, regardless of their background, medical condition, disability, or personal circumstances. In line with the Equality Act 2010, we ensure that:

- No student is discriminated against based on a protected characteristic, including disability or medical condition.
- We make reasonable adjustments to remove barriers to learning and participation, ensuring that all students can access the full curriculum and wider school life.
- We maintain and regularly review our Accessibility Plan, which outlines how we improve access to the physical environment, curriculum, and information for students with disabilities.
- We fulfil our Public Sector Equality Duty by publishing relevant equality information and setting measurable objectives to promote equality and inclusion across the school community.

In accordance with the Children and Families Act 2014 and statutory guidance on supporting students with medical conditions:

- We recognise our legal duty to support students with medical needs, including allergies, asthma, diabetes, and other chronic conditions.
- We work closely with families and healthcare professionals to develop and implement Individual Healthcare Plans (IHPs) tailored to each student's needs.
- Staff are trained in the safe administration of medication, including the use of adrenaline auto-injectors (AAIs), and we ensure that emergency medication is accessible and clearly labelled.
- We promote awareness and understanding among staff and students to create a culture of empathy, safety, and preparedness.

Whitgift School is proud to be a place where diversity is celebrated, and every student is given the opportunity to succeed. Our inclusive practices are embedded in our ethos, policies, and daily operations, ensuring that all members of our community feel respected and supported.

References

[1] [Disabled Children and the Equality Act 2010](#)

[2] [The Equality Act 2010 and Schools](#)

Definition Allergies

What is an Allergy: An allergy is an overreaction of the immune system to substances (called allergens) that are usually harmless to most people. When a person with an allergy encounters an allergen, their immune system mistakenly identifies it as a harmful substance, triggering an immune response. This response can cause a range of symptoms, from mild (such as sneezing or itching) to severe (like anaphylaxis, which is a life-threatening reaction).

What is Life Threatening Allergy: A life-threatening Allergy refers to an allergy that causes a severe and potentially fatal reaction called anaphylaxis. Anaphylaxis affects multiple body systems and is a rapid, intense allergic reaction that can cause the body to go into shock.

What is a medical diet: A medical diet refers to a specialised type of diet that is prescribed or recommended by healthcare professionals to address a particular medical condition or health concern. These diets are tailored to meet the nutritional needs of individuals with specific health issues, such as diabetes, cardiovascular diseases, food allergies, or digestive disorders. A medical diet supports recovery, manages symptoms, or improves the health of the individual. It may include guidelines on food preparation, ingredients to avoid, or specific nutrients that should be included.

Bespoke medical diets: These diets avoid allergens which are not part of the 14 mandatory listed allergens and will be reviewed via the medical diet risk assessment process as detailed in part 2.4 of the Chartwells' Independent Medical diet policy (the school's caterers (Chartwells)).

Food intolerance: This term refers to difficulty digesting certain foods and having an unpleasant physical reaction to them. Unlike food allergies, which involve the immune system, food intolerances are related to the digestive system. Common symptoms include bloating, stomach pain, diarrhoea, and gas.

Cross contamination: This term is the unintentional transfer of allergens from one substance or object to another, often with harmful effects. Avoiding cross-contamination of allergens in Whitgift School is crucial to protect students with food allergies. Whitgift School implements the following strategies to prevent cross contamination:

- Handwashing and hygiene
- Safe Food handling
- Allergen awareness and labelling
- Staff Training
- Emergency preparedness.

Religious, lifestyle, and cultural diets are not classed as medical diets. Please speak to the Medical Centre or catering manager for further support.

*****Whitgift School aims to maintain a nut-free environment, although this cannot be guaranteed. *****

Whitgift Provision: We have four generic Adrenaline auto-injectors (Adrenaline pen) (AAI) (KITT Boxes) throughout the school site to ensure students, staff or visitors always have access to emergency treatment. These are managed and maintained through our partnership with KITT Medical. Spare Adrenaline auto-injector (Adrenaline pen) for students and spare generic Adrenaline auto-injector (Adrenaline pen) can also be found in the Medical Centre.

Staff Training: All staff receive annual updates for anaphylaxis management as part of their continued professional development. The school aims to ensure that all staff will be trained in the management of emergencies, including anaphylaxis and AED. An online training video is provided annually and is compulsory for all staff to watch. The video is readily available on Firefly, and advanced training modules are available through KITT medical for any staff that request it. All staff within the boarding house will have completed the KITT medical advanced training course. Nursing staff receive annual updates for anaphylaxis management as part of their continued professional development and as a requirement set by the Nursing & Midwifery Council. Additional school staff also have training via their first aid at work certificate training, every 3 years. Additional training can be provided by the medical team if requested.

It cannot be assumed that students, particularly younger ones, will self-administer their Adrenaline auto-injector (Adrenaline pen). Most will require adult administration or at least assistance. The use of Adrenaline pens by Foundation employees is voluntary. The Medical Team are happy to provide training for any student who is unsure how to use their Adrenaline Pen.

Allergy Action Plan: An allergy action plan is essential for students with allergies to ensure their safety and wellbeing. It provides clear step-by-step instructions for staff on how to respond to an allergic reaction. The plan outlines necessary medications, such as adrenaline, and specifies when to seek emergency medical help. By identifying potential allergens and response procedures, the action plan helps prevent accidental exposure and reduces the risk of complications. It empowers staff, ensuring they can confidently manage the students' allergies and respond effectively in case of an emergency. Additionally, it offers peace of mind to parents and guardians, knowing that a tailored and clear plan is in place to protect the child's health. All students with life-threatening allergies are required to have an Allergy Action Plan (Appendix A).

Identification of children at risk of food allergies: The key responsibility for avoiding allergens lies with the anaphylactic individual and their families. They must observe the following guidelines:

- Wash hands before eating
- Do not share food, utensils, or containers
- Eat only food which they have checked, does not contain the allergen(s)
- Place food on a clean plate or a napkin, rather than in direct contact with a desk or table

The parent/guardian is responsible for informing the School Medical Team of their child's allergies. Parents/guardians will be expected to disclose medical conditions and or allergies via the medical consent forms or via email or telephone call to the Medical Centre.

In addition:

- Parents/guardians of students that no longer require Adrenaline pens must present the medical team with a letter of explanation from their doctor
- Parents/guardians will be asked to provide an Allergy Action Plan
- Students will be expected to carry their emergency medications (when prescribed) with them
- Parents/guardians should provide the school/Medical Centre with labelled spare auto-injectors to be stored safely and used if required
- In the case of boarders, parents/guardians should provide the boarding house with labelled spare auto-injectors to be stored safely and used if required.
- Parents/guardians must inform the Medical Team of any changes to their child's allergies, either via the annual consent update or as soon as possible.

Whitgift School will ensure:

- Spare generic Adrenaline pens will be stored in the Medical Centre for emergency situations where students have already been prescribed an Adrenaline pen.
- Students at risk of allergic reactions during school hours will be identified discreetly via a register flag and details will be shared with members of staff and catering staff on iSAMS.
- Staff taking any students out of school for trips or sports fixtures should extract a report from Evolve and liaise with the School Nurse regarding any potential medical needs. Adrenaline pens and Individual Health Care Plans must be taken on trips, and the risks specifically assessed.
- A photograph of each child and their individual Health Care Plan (IHCP) will be available in the Medical Centre
- The School Nurses will hold an up-to-date Allergy List to include all students with allergies and prescribed treatment, with expiry dates. Adrenaline pens stored on school premises will be checked periodically by the School Nurses to ensure they are within their expiry date. It is the duty of the parents/guardians to make a note of the expiry date of their child's Adrenaline pens and to ensure all pens are in date. Replacements should be sent to the Medical Centre prior to the expiry

date. Any Adrenaline pens that remain out of date will be escalated through the Senior Leadership Team and the students' place at the school may be compromised.

- The School Nurses will consult with Chartwells on individual cases and follow their medical diet policy.
- The school's kitchens will clearly label any food liable to contain trace elements of nuts or peanuts.
- Those in charge of Tuck shops will endeavor to ensure that, unless they are clearly labelled, products containing nuts or peanuts are not sold in these places.
- A daily offer tray bake is available at each tuck stop – an allergen card is available at the point of sale. All other products are packaged, with clear labelling of any contained allergens.
- Each student with allergies will have an Individual Health Care Plan (IHCP), which should be held by the student with an allergy action plan.

In accordance with UK guidance from Allergy UK and the British Society for Allergy and Clinical Immunology (BSACI) on supporting students with medical conditions, the school recognises that some students may not be capable of managing their own allergy care, including the use of emergency medication such as adrenaline auto-injectors (AAIs).

Management of food allergies -Year 6 Students: Students entering Year 6 are presumed not to have the capacity to self-manage their allergies. This includes administering their own Adrenaline Auto-Injector (AAI) and making informed food choices in the dining hall.

All Year 6 students with diagnosed food allergies must always wear an allergy lanyard while on school premises and during off-site activities. We understand that wearing a lanyard may feel uncomfortable for some students. However, it is important to stress that this measure is not intended to single anyone out, but rather to protect the students in an unfamiliar environment. Whitgift school will work with parents and guardians if sensory support is required.

Lanyards must be removed for sports activities but must be put back on immediately afterward.

Form tutors will remind Year 6 students at the start of each school day to ensure lanyards are worn.

Lunchtime supervisors will check that students are wearing their lanyards before entering the dining hall.

At the start of the school term all year 6 parents and guardians will be informed that Students cannot self-manage their allergies, regardless of perceived competence. This policy is based on age and developmental readiness, not individual capability.

The Medical Centre requires formal medical evidence for all food allergies. This must be a letter from a GP or specialist that includes: A confirmed diagnosis and a list of

allergens to be avoided. This documentation enables a collaboration with Chartwells' nutritionists to develop appropriate medical diets where necessary.

The use of visual identifiers such as lanyards is consistent with Anaphylaxis UK's Best Practice Guidance, and Chartwell catering medical policy, which encourages schools to adopt clear and practical systems to help staff recognise and support pupils with allergies and supports our legal duty to safeguard children under the Children and Families Act 2014 and the Equality Act 2010.

Spare lanyards are available, please speak with your form tutor, medical team or the catering department as soon as possible.

If a student refuses to wear the provided lanyard, the headmaster will carry out an individual risk assessment to determine the most appropriate course of action and the students place at the school may be at risk.

Year 7 Students

Students entering Year 7 are presumed to have the capacity to self-manage their allergies, in accordance with Gillick competence principles. This includes Carrying and administering their own Adrenaline Auto-Injector (AAI) and making informed food choices in the dining hall.

The Medical Centre will contact all Year 7 students with food allergies prior to the start of term to ensure they understand their responsibilities and are prepared to self-manage.

Allergy lanyards are not required for Year 7 and above: If a pupil's medical questionnaire or healthcare professional indicates they are not yet able to self-manage, appropriate support measures will be put in place.

For the school to ensure a coordinated and supportive approach to allergy management, a 'Team Around the Student (TAS)' meeting will be convened for any student with a diagnosed life-threatening allergy where additional planning or monitoring is required. This meeting will include:

- The student's form tutor
- All teaching staff who work regularly with the student
- The Director of Section
- A representative from the Medical Centre
- A member of the Catering Department

The purpose of the TAS meeting is to:

- Share relevant medical and dietary information
- Ensure all staff are aware of the student's allergy and any specific risks
- Agree on consistent strategies for supervision, reminders, and support

- Confirm any adjustments needed in lessons, dining arrangements, or off-site activities

Medical Diets (as per Chartwells Independent Medical Diet policy, which is available upon request) We believe that the Chartwells menus provide sufficient choice to allow students to manage medical diet requirements themselves. Chartwells Independent will ensure that allergy information, provided in the form of allergy reports in English, are always available to students which will allow them to make informed menu choices. All pre-packaged foods, including foods which are pre-packaged for direct sale (PPDS), will be labelled with ingredients and allergen information. This is in line with the Food Information Regulations, Natasha's Law, and other out-of-home catering settings.

Medical diets which are not allergen-related such as texture-modified dysphagia requirements, sensory disorders, autism, and phenylketonuria (PKU) will be considered by Chartwells Independent on a case-by case basis

Chartwells Independent cannot cater for students requiring enteral or parenteral feeding. This would need to be provided by specialist services after liaison with Whitgift School medical centre.

A Medical Diet Request must be accompanied by supporting professional medical evidence, as detailed below, to be processed. Adjusting a child's diet should only be done under the guidance of a medical professional. This requirement is an industry-wide standard and is essential for the safeguarding of Whitgift School and Chartwells Independent students.

The following conditions apply to the medical evidence:

- A professional medical source includes a medical doctor, registered dietitian, nurse, or other qualified NHS medical professional. Care plans composed by the school's Medical Centre or signed Evidence Support forms, will be accepted where all information has been validated by a medical team as accurate. It does not include School care plans from teachers.
- Commercial laboratory reactivity results and homeopathic diagnoses will not be accepted. Medical evidence will be used as the most accurate information.
- Where an existing medical diet is changed (e.g., additional, or reduced requirements), updated medical evidence must be provided to the medical team, and this will be shared with Chartwells.
- Chartwells Independent will notify both Whitgift School and the student of the result of any assessment where the risk is so high that a medical diet cannot be provided.
- Whitgift School will notify Chartwells Independent of any anaphylactic reactions, to enable them to conduct their own risk assessments. An Evolve accident form will always be completed as a log of reactions.

Additional information:

- **Medical Data Collection:** All relevant medical information, including allergy details and self-management status, will be collected as part of the school's transition process. This data will be reviewed by the school's medical coordinator and used to inform Individual Healthcare Plans (IHPs) where necessary.
- **Information Sharing:** Student allergy information, including any self-management arrangements, will be shared with Chartwells Catering and other relevant staff to ensure safe and inclusive meal provision and emergency preparedness.
- **Visiting staff and students:** Any visiting students, staff or onsite visitors are responsible for notifying Chartwells catering and the Medical Team of any allergies or medical diet needs prior to their arrival on site, if not done before, this should be done as soon as possible once on site. Accommodation will be considered but cannot be guaranteed.
- **Outings and offsite activities:** The school encourages all students regardless of any medical conditions or allergies to participate in off-site activities, both social and educational. Students with allergies are expected to carry sufficient medication with them on trips, including appropriate emergency medication, if prescribed, the location of which must be made known to the trip's leader. The School Nurse will liaise with the student, parents/guardians and staff leading the trip, prior to departure to ensure that appropriate measures are in place for the student's safety. All outings and off-site activities are attended by a member of staff who has the appropriate emergency first aid training.

Recognition of an anaphylactic reaction is likely if a patient who is exposed to a trigger (allergen) develops a sudden illness (usually within minutes of exposure) with rapidly progressing skin changes and life-threatening airway and/or breathing and/or circulation problems. The reaction is usually unexpected.

Signs and symptoms

Flushing of skin anywhere on body	Nettle rash/hives anywhere on body	Tingling or itchy mouth	Wheezy breathing	Abdominal pain / nausea / vomiting
Irritation	Distress	Unable to speak or swallow	Throat or lip swelling	Increased heart rate
Skin pale and clammy	Feeling suddenly weak	Blue lips	Collapse	Unconsciousness

The resuscitation Council UK 2014-2025

3.1 Anaphylaxis is likely when all of the following 3 criteria are met:

- Sudden onset and rapid progression of symptoms
- Life-threatening Airway and/or Breathing and/or Circulation problems
- Skin and/or mucosal changes (flushing, urticaria, angioedema)

The following supports the diagnosis:

- Exposure to a known allergen for the patient

Remember:

- Skin or mucosal changes alone are not a sign of an anaphylactic reaction
- Skin and mucosal changes can be subtle or absent in up to 20% of reactions (some patients can have only a decrease in blood pressure, i.e., a Circulation problem)
- There can also be gastrointestinal symptoms (e.g. vomiting, abdominal pain, incontinence)

If you have any doubts as to the severity of the reaction, you must treat it as life-threatening until proven otherwise.

How to respond to suspected anaphylaxis or severe allergic reaction:

- Stay calm
- Call for the School Nurse or a first aider, if it is out of hours
- Call 999 – stating “anaphylaxis”
- Remove the trigger if possible.
- Where possible, ask the other students to leave.
- Sit or lie the patient down, whichever is more comfortable, to support their breathing.
- Depending on severity, administer Epi-pen, if prescribed.
- Give antihistamine / asthma inhaler in accordance with their IHCP.
- If, after 5 minutes, there is no improvement, the nurse will administer a 2nd dose of Adrenaline.
- Stay with the student until the ambulance arrives.
- Document the events to pass onto the ambulance team.
- Contact the parent/guardian as soon as possible.
- Complete an Evolve accident report and liaise with the Medical Centre (if not already done, e.g. out of hours).

Appendix A: Allergy Action Plan



bsaci
improving allergy care
through education, training and research

ALLERGY ACTION PLAN




This child has the following allergies:

Name:

DOB:

Photo

Mild/moderate reaction:

- Swollen lips, face or eyes
- Itchy/tingling mouth
- Hives or itchy skin rash
- Abdominal pain or vomiting
- Sudden change in behaviour

Action to take:

- Stay with the child, call for help if necessary
- Locate adrenaline autoinjector(s)
- **Give antihistamine:**
- **Give adrenaline:**
- **Phone parent/emergency contact**

(If vomited, can repeat dose)

● Watch for signs of ANAPHYLAXIS (life-threatening allergic reaction)

Anaphylaxis may occur without skin symptoms: ALWAYS consider anaphylaxis in someone with known food allergy who has **SUDDEN BREATHING DIFFICULTY**

A AIRWAY • Persistent cough • Hoarse voice • Difficulty swallowing • Swollen tongue	B BREATHING • Difficult or noisy breathing • Wheeze or persistent cough	C CONSCIOUSNESS • Persistent dizziness • Pale or floppy • Suddenly sleepy • Collapse/unconscious
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IF ANY ONE (OR MORE) OF THESE SIGNS ABOVE ARE PRESENT:

- 1 Lie child flat with legs raised** (if breathing is difficult, allow child to sit)
- 2 Use Adrenaline autoinjector without delay** (eg. EpiPen®) (Dose: mg)
- 3 Dial 999** for ambulance and say ANAPHYLAXIS ("ANA-FIL-AX-IS")

*** IF IN DOUBT, GIVE ADRENALINE ***

AFTER GIVING ADRENALINE:

1. Stay with child until ambulance arrives, **do NOT stand child up**
2. Commence CPR if there are no signs of life
3. Phone parent/emergency contact
4. If no improvement **after 5 minutes**, **give a further adrenaline dose** using a second autoinjectable device, if available.

You can dial 999 from any phone, even if there is no credit left on a mobile. Medical observation in hospital is recommended after anaphylaxis

Emergency contact details:

1) Name:
.....
.....

2) Name:
.....
.....

Parental consent: I hereby authorise school staff to administer the medicines listed on this plan, including a 'spare' back-up adrenaline autoinjector (AAI) if available, in accordance with Department of Health Guidance on the use of AAIs in schools.

Signed:
.....

Print name:

Date:

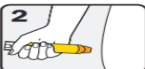
For more information about managing anaphylaxis in schools and "spare" back-up adrenaline autoinjectors, visit:
sparepensinschools.uk

© The British Society for Allergy & Clinical Immunology 6/2018

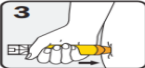
How to give EpiPen®



1 PULL OFF BLUE SAFETY CAP and grasp EpiPen. Remember: "blue to sky, orange to the thigh"



2 Hold leg still and PLACE ORANGE END against mid-outer thigh "with or without clothing"



3 PUSH DOWN HARD until a click is heard or felt and hold in place for **3 seconds**. Remove EpiPen.

Additional instructions:

This is a medical document that can only be completed by the child's healthcare professional. It must not be altered without their permission. This document provides medical authorisation for schools to administer a 'spare' back-up adrenaline autoinjector if needed, as permitted by the Human Medicines (Amendment) Regulations 2017. During travel, adrenaline auto-injector devices must be carried in hand luggage or on the person, and **NOT** in the luggage hold. **This action plan and authorisation to travel with emergency medications has been prepared by:**

Sign & print name:

Hospital/Clinic:
.....

Date:

Appendix B: Definition of Gillick Competence

Gillick competence [1] refers to a legal standard used in the United Kingdom to determine whether a child under the age of 16 has the capacity to consent to their own medical treatment without the need for parental permission or knowledge. The concept originates from a 1980s legal case involving Victoria Gillick and the Department of Health.

A child is considered Gillick competent if they have sufficient understanding and intelligence to fully comprehend the proposed treatment, including its nature, purpose, risks, benefits, and alternatives. This assessment must be made on a case-by-case basis, as competence can vary depending on the complexity of the decision and the individual child's maturity.

Follow this link for Source [1]: [NSPCC Learning – Gillick competence and Fraser guidelines](#)

Appendix C: Allergy Risk Assessment

Follow this link: [Allergy Management - Risk Assessment for Individual Students Form](#)