



Allergens Policy

(Reviewed by the Anaphylaxis Campaign)

Allergens Policy

1 Policy Statement

- 1.1 The Constellation Trust is aware that children may have allergies, which can cause allergic reactions and childhood allergy is now a recognised problem for children and parents/carers across the country. Having allergies has the potential to be a debilitating condition and 5-8% of children in the UK have a food allergy. Following this policy will ensure, where possible, allergic reactions are prevented and staff are fully aware of how to support a child who may be having an allergic reaction. Information passed from parents/carers from the registration form regarding allergic reactions and allergies must be shared with all staff in the school.
- 1.2 It is a legal requirement (Food Information Regulations 2014) for all food business to provide information about allergenic ingredients used in food sold or provided by them. 'Natasha's Law' will come into force in October 2021, giving businesses a transition period to prepare for the new rules. The Food Standards Agency has published updated technical guidance¹ for industry to help ensure that businesses of all sizes can prepare and adapt to these changes. Section 100 of the Children and Families Act 2014, states schools have a duty to support pupils at their school with medical conditions. Individual Health Care Plans are developed in partnership between the school, parents/carers, pupils, and the relevant healthcare professional who can advise on a child's case. The aim is to ensure that schools know how to support your child effectively and to provide clarity about what needs to be done, when and by whom. The Trust recognises that although some allergies and intolerances produce symptoms that are uncomfortable, some people can suffer severe allergic reactions. This is known as anaphylaxis and in some cases this can be life threatening. The Trust also recognises that it has a duty of care to safeguard all its students, staff and visitors from adverse reactions due to food or other allergen hypersensitivities.

2 What is the definition of an allergy?

- 2.1 This is when the body has a reaction to protein (e.g. foods, insect stings, pollens) or other substance (e.g. antibiotic). These substances are called allergens, and for most people they are harmless. Common things that children are allergic to include: food (e.g. peanuts, tree nuts, milk, eggs, wheat and fish), pollens from tree and grasses, house dust mite and insect stings.
- 2.2 Allergic symptoms can affect the nose, throat, ears, eyes, airways, digestion and skin in mild, moderate or severe form. Symptoms of

¹ Food Standards Agency: Guidance on Allergen Management and Consumer Information

allergy affect many children on a daily basis and can impact on a child's health/well-being and can go undiagnosed for some time.

- 2.3 The consequences of suffering with one, or several allergies can cause issues with reduced sleep, concentration and anxiety that can affect learning.
- 2.4 When a child first presents with an allergy it is not always clear what has caused the symptoms, or even if they have had an allergic reaction, since some allergic symptoms can be similar to other childhood conditions. However, if the allergic reaction is severe, or if the symptoms continue to re-occur, it is imperative that their symptoms are investigated. With early diagnosis and treatment it is easier to manage symptoms and reduce the effects on a child's daily life.

3 What can go wrong

- 3.1 Allergen contamination of foods.
- 3.2 Incorrect or insufficient labelling of food products.
- 3.3 Allergic reaction or anaphylactic shock to child, visitor or staff member.
- 3.4 Adding your 'own' additional allergenic ingredients to a ready-made product and not communicating this.

4 Our Safe Methods

- 4.1 Working closely with approved suppliers that provide information on which foods could contain allergens.
- 4.2 Following **only** the Trust approved and risk assessed menus.
- 4.3 Take advice and instruction from the local Environmental Health Officer (EHO) and updating catering policies to reflect changes in legislation.
- 4.4 Display notices informing pupils/staff that certain products contain allergens and that additional advice is available (or ensure this information is included in the menus).
- 4.5 Ensure catering staff are trained/aware with how to deal with anaphylactic shock
- 4.6 If a pupil has a diagnosed allergy/intolerance:

- Use the Allergy Risk Assessment Flow Chart to ensure the correct procedures are being followed.
- Always adhere to the Trust Catering menus and approved ingredients. Also, check ingredients/retain all original packaging.

4.7 Never give inaccurate advice about foods containing allergens. If you are not sure, say so.

5 Due Diligence

5.1 Make regular checks and record.

5.2 Follow the 'what to do if a child has an anaphylactic shock', when deemed necessary.

5.3 Follow up any incidents or alleged incidents by informing the Head of Trust Catering Services and the Chief Operating Officer who will advise you on the most appropriate course of action.

6 Be Alert! Food Allergy Can Kill

6.1 Certain people can have an allergy to almost any protein containing food. Some allergies are common but it is not in most foods. The allergic reaction can vary in severity from a mild rash to a condition requiring urgent medical assistance.

6.2 The Food Standards Agency has currently identified 14 most common allergens, these are listed (Appendix 1):

7 What you need to do

7.1 Food Handling:

7.1.1 Avoid cross contamination between foods.

7.1.2 Use separate and distinctive (Purple) coloured storage containers, utensils, chopping/food preparation boards during the preparation and handling of such foods.

7.1.3 Thoroughly clean and sanitise food contact surfaces, equipment and utensils before each use.

7.1.4 Avoid cross contamination by storing allergen free foods above allergenic foods (dry store, fridge/freezer etc.)

7.1.5 Wash your hands after handling allergens.

7.2 Consumer Enquiries:

- 7.2.1 If a consumer (pupil, visitor, staff members etc.) asks you about food ingredients do not mislead them; answer all enquiries with care and understanding.
- 7.2.2 Always refers to the label on the product, in conjunction with the product specification sheets.
- 7.2.3 If you still cannot be sure about ingredients, say so; **don't guess.**
- 7.2.4 If necessary, ask your manager for advice.

7.3 Allergic Reactions:

- 7.3.1 If an allergic child or staff member becomes ill or you suspect, they may be suffering from an allergic reaction you should immediately summon assistance.
- 7.3.2 For persons known to have allergies any delay in treatment may be critical.
- 7.3.3 The nominated First Aider maybe required to administer medication or use an Adrenalin Auto Injector (EpiPen) or JEXT (the medicine a child has been given by a doctor to help treat their anaphylaxis). Please refer to the Medication Policy and the General Health & Safety Guidance Policy.
- 7.3.4 Advice on best practice is that all catering/support staff should receive training in the use of adrenalin. In the event of an emergency any lay person can administer adrenalin for the purposes of saving a Human Life in accordance with the Medicines Act 2012.**
- 7.3.5 Always keep the casualty calm and never leave them alone.
- 7.3.6 Never move a casualty that you suspect is having a severe allergic reaction – always bring help to the.

The Chief Operating Officer and Head of Trust Catering Services must be made aware of all accidents or near misses involving staff, students and visitors. This must be reported (within 24 hrs) in writing, using an accident report form. The completed form should be returned to the Trust Office.

Appendix 1



THE 14 MAJOR FOOD ALLERGENS

As of the 13th December 2014 EU legislation, EU Food Information Regulation No. 1169/2011 (FIR) and Food Information for Consumers Regulation (FIC) became effective. This has impacted all Caterers, Wholesalers and Foodservice companies within the food industry.

Caterers and Food businesses are now required by law to be able to provide customers with accurate information on the EU's 14 major food allergens listed below, if they are included in any of the food products they produce, sell or serve.

- 1



Celery
This includes the celery stalks, leaves, seeds and the root. Usually found in celery salt, salads, some meat products, soups and stock cubes.
- 2



Gluten
Wheat, rye, barley and oats are often found in foods containing flour, some baking powder, batter, bread/crumbs, cakes, cookies, meat products, pasta, pastry, sauces, soups and some fried food.
- 3



Crustaceans
Crabs, lobster, prawns and scampi are crustaceans. Shrimp/shrimp is an allergen in the category that is commonly used in Thai and South-east Asian cooking.
- 4



Eggs
Eggs are found in cakes, some meat products, 'mopansado', moussses, pasta, quiche, sauces and pastries. Some food products are glazed with eggs during cooking.
- 5



Fish
You may find fish sauces in pizzas, roll-ups, salad dressings, stock cubes and Worcestershire sauce.
- 6



Lupin
Lupin is a flower, but it is also sometimes found in flour and is sometimes used in bread, pastries and pasta.
- 7



Milk
Milk is found in dairy products such as butter, cheese, cream, milk powders and yogurt. Some foods are also glazed with milk during baking. It is also commonly found in powdered soups and sauces.
- 8



Molluscs
Includes mussels, land snails, squid and whelks, but can also be found in oyster sauce, which is commonly used in fish steaks for example.
- 9



Mustard
This includes Mustard in the form of powder, liquid and seeds. This ingredient is used in breads, curries, marinades, meat products, salad dressings, sauces and soups.
- 10



Nuts (Tree Nuts)
Nuts (excluding 'Peanut') refers to nuts that are grown on trees, unlike peanuts, which are grown underground. This includes cashew nuts, almonds and hazelnuts.
- 11



Peanuts
Peanuts are often used as an ingredient in biscuits, cakes, curries, desserts, sauces, groundnut oil and peanut flour.
- 12



Sesame
These are found commonly in bread, usually sprinkled on buns such as hamburger buns, bread sticks, buns, sesame oil and tahini.
- 13



Soya
Found sometimes in bean curd, edamame beans, miso paste, textured soya protein, soya flour or oil, soya is a staple ingredient in oriental food. It can be found in desserts, rice creams, meat products, sauces and vegetable products.
- 14



Sulphur Dioxide (Sulphites)
This is an ingredient often used in dried fruits and in some meat products, soft drinks, preservatives, wines and beer. Allergic to have a higher risk of developing an allergy to sulphites.

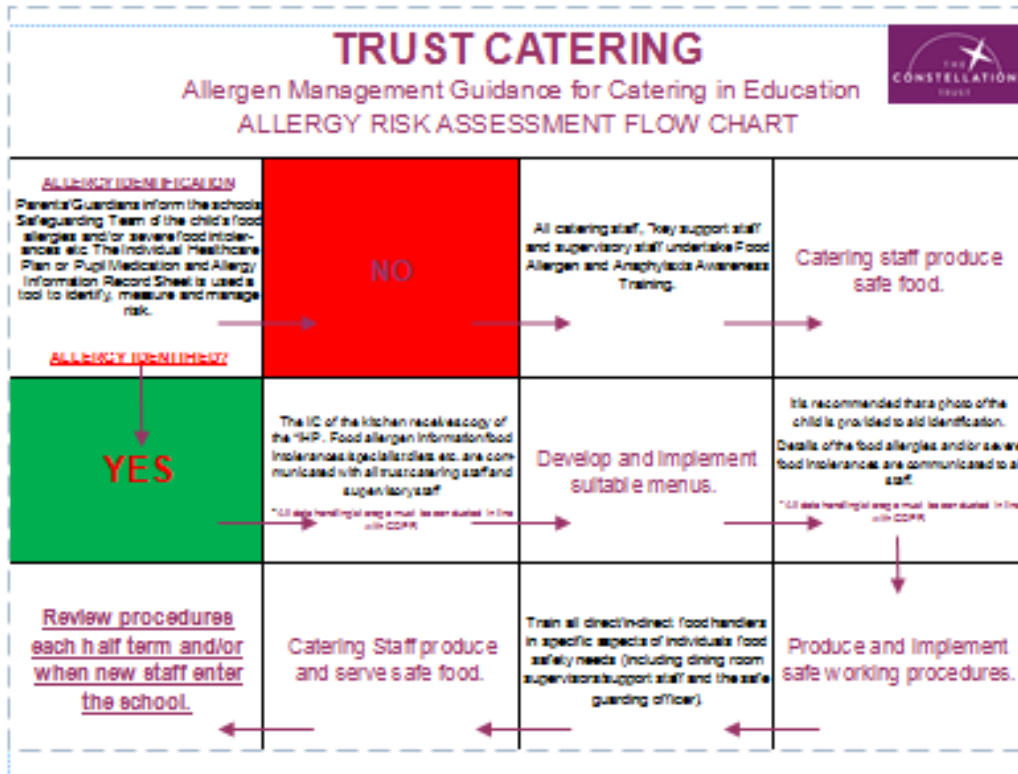
For more information, visit: www.erudus.com

If you have any allergies or food intolerances, please disclose to a member of the catering staff, who will then advise you of options that are appropriate for your needs. Please note: in addition to identifying potential allergens, labels and original packaging are retained to answer any allergen questions.

Our Allergens Policy is available to view via The Constellation Trust website: www.theconstellationtrust.org.uk




Appendix 2



14 Allergens




The way allergens are labelled on prepacked foods has changed. The Food Information Regulation, which came into force in December 2014, introduced a requirement that food businesses must provide information about the allergenic ingredients used in any food they sell or provide.

There are 14 major allergens which need to be mentioned (either on a label or through provided information such as menus) when they are used as ingredients in a food. Here are the allergens, and some examples of where they can be found:

| | |
|--|--|
| <p>1 Celery</p> <p>This includes celery stalks, leaves, seeds and the root called celeriac. You can find celery in celery salt, salads, some meat products, soups and stock cubes.</p> | <p>7 Milk</p> <p>Milk is a common ingredient in butter, cheese, cream, milk powders and yogurt. It can also be found in foods brushed or glazed with milk, and in powdered soups and sauces.</p> |
| <p>2 Cereals containing gluten</p> <p>Wheat (such as spelt and Khosran wheat/Kamut), rye, barley and oats is often found in foods containing flour, such as some types of baking powder, batter, bread/crumbs, bread, cakes, couscous, meat products, pasta, pastry, sauces, soups and fried foods which are dusted with flour.</p> | <p>8 Molluscs</p> <p>These include mussels, land snails, squid and whelks, but can also be commonly found in oyster sauce or as an ingredient in fish dishes.</p> |
| <p>3 Crustaceans</p> <p>Crabs, lobster, prawns and shrimp are crustaceans. Shrimp paste, often used in Thai and south-east Asian curries or salads, is an ingredient to look out for.</p> | <p>9 Mustard</p> <p>Liquid mustard, mustard powder and mustard seeds fall into this category. This ingredient can also be found in breads, curries, marinades, meat products, salad dressings, sauces and soups.</p> |
| <p>4 Eggs</p> <p>Eggs are often found in cakes, some meat products, mayonnaise, mousses, pasta, quiche, sauces and pastries or foods brushed or glazed with egg.</p> | <p>10 Nuts</p> <p>Not to be mistaken with peanuts (which are actually a legume and grow underground), this ingredient refers to nuts which grow on trees, like cashew nuts, almonds and hazelnuts. You can find nuts in breads, biscuits, crackers, desserts, nut powders (often used in Asian curries), six-free dishes, ice cream, margarine (almond paste), nut oils and sauces.</p> |
| <p>5 Fish</p> <p>You will find this in some fish sauces, pizzas, relishes, salad dressings, stock cubes and Worcestershire sauce.</p> | <p>11 Peanuts</p> <p>Peanuts are actually a legume and grow underground, which is why it's sometimes called a groundnut. Peanuts are often used as an ingredient in biscuits, cakes, curries, desserts, sauces (such as satay sauce), as well as in groundnut oil and peanut flour.</p> |
| <p>6 Lupin</p> <p>Yes, lupin is a flower, but it's also found in flour! Lupin flour and seeds can be used in some types of bread, pastries and even in pasta.</p> | <p>12 Sesame seeds</p> <p>These seeds can often be found in bread (sprinkled on hamburger buns for example), breadsticks, foccous, sesame oil and tahini. They are sometimes toasted and used in salads.</p> |
| <p>13 Soya</p> <p>Often found in bean curd, edamame beans, miso paste, textured soya protein, soya flour or tofu, soya is a staple ingredient in oriental food. It can also be found in desserts, ice cream, meat products, sauces and vegetarian products.</p> | <p>14 Sulphur dioxide (sometimes known as sulphites)</p> <p>This is an ingredient often used in dried fruit such as raisins, dried apricots and prunes. You might also find it in meat products, soft drinks, vegetables as well as in wine and beer. If you have asthma, you have a higher risk of developing a reaction to sulphur dioxide.</p> |

Appendix 3

| TRUST CATERING | |  |
|--|--|---|
| Individual Dietary Information Notice | | |
| <div style="border: 1px solid black; height: 100px; width: 100%;"></div> | <div style="background-color: red; color: black; padding: 5px;">Food Allergies and/or Severe Food Intolerances: NUTS, KIWI FRUIT Severe food intolerances: - will not cause anaphylaxis so better to separate intolerances out</div> | |
| | <div style="background-color: yellow; color: black; padding: 5px;">Food Intolerances: LACTOSE INTOLERANCES</div> | |
| | <div style="background-color: green; color: black; padding: 5px;">Food Dislikes: SPICY FOOD</div> | |
| <div style="border: 1px solid black; padding: 5px; text-align: center;">Joe Bloggs</div> | <div style="border: 1px solid black; padding: 5px;">Specialist Diets: (Halal, Kosher, Gluten Free, Vegetarian, Vegan) HALAL</div> | |
| <div style="border: 1px solid black; height: 100px; width: 100%;"></div> | <div style="background-color: red; height: 30px; width: 100%;"></div> | |
| | <div style="background-color: yellow; height: 30px; width: 100%;"></div> | |
| | <div style="background-color: green; height: 30px; width: 100%;"></div> | |
| <div style="border: 1px solid black; height: 30px; width: 100%;"></div> | <div style="border: 1px solid black; height: 30px; width: 100%;"></div> | |