

Levenshulme High School

Food Allergy Policy

September 2026

Introduction

Levenshulme High School recognises that a number of community members (pupils, parents, visitors and staff) may suffer from potentially life-threatening allergies or intolerances to certain foods.

Levenshulme High School is committed to a whole school approach to the care and management of those members of the School community. This policy looks at food allergy and intolerances in particular.

The School's position is not to guarantee a completely allergen free environment, rather to minimise the risk of exposure by hazard identification, instruction and information. This will encourage self-responsibility to all those with known allergens to make informed decisions on food choices. It is also important that the School has robust plans for an effective response to possible emergencies.

The School is committed to proactive risk food allergy management through:

- The encouragement of self-responsibility and learned avoidance strategies amongst those suffering from allergies.
- The establishment and documentation of a comprehensive management plan for menu planning, food labelling, stores and stock ordering and customer awareness of food produced on site.
- Provision of a staff awareness programme on food allergies/intolerances, possible symptoms (anaphylaxis) recognition and treatment.
- Being a 'Nut Aware' school

The intent of this policy is to minimise the risk of any person suffering allergy-induced anaphylaxis, or food intolerance whilst at Levenshulme High School or attending any school related activity. The policy sets out guidance for staff to ensure they are properly prepared to manage such emergency situations should they arise. It is also intended to outline how information can be accessed to food allergens in the School Kitchen facilities.

The common causes of allergies relevant to this policy are the 14 major food allergens:

- Cereals containing Gluten
- Celery including stalks, leaves, seeds and celeriac in salads
- Crustaceans, (prawns, crab, lobster, scampi, shrimp paste)
- Eggs - also food glazed with egg
- Fish - some salad dressings, relishes, fish sauce, some soy and Worcester sauces
- Soya (tofu, bean curd, soya flour)
- Milk - also food glazed with milk
- Nuts, (almonds, hazelnuts, walnuts, pecan nuts, Brazil nuts, pistachio, cashew and macadamia (Queensland) nuts, nut oils, marzipan)
- Peanuts - sauces, cakes, desserts, ground nut oil, peanut flour
- Mustard - liquid mustard, mustard powder, mustard seeds
- Sesame Seeds - bread, bread sticks, tahini, houmous, sesame oil
- Sulphur dioxide/Sulphites (dried fruit, fruit juice drinks, wine, beer)
- Lupin, seeds and flour, in some bread and pastries
- Molluscs, (mussels, whelks, oyster sauce, land snails and squid).

The allergy to nuts is the most common high-risk allergy and, as such, demands more rigorous controls. However, it is important to ensure that all allergies and intolerances are treated equally as the effect to the individual can be both life-threatening and uncomfortable, if suffered.

Definitions

Allergy A condition in which the body has an exaggerated response to a substance (e.g. food or drug), also known as hypersensitivity.

Allergen A normally harmless substance, that triggers an allergic reaction in the immune system of a susceptible person.

Anaphylaxis Anaphylaxis, or anaphylactic shock, is a sudden, severe and potentially life-threatening allergic reaction to a trigger (food, stings, bites, or medicines).

Adrenaline device A syringe style device containing the drug adrenaline. This is an individually prescribed drug for known sufferers which is ready for immediate intramuscular administration. This may also be referred to as an Epi-Pen/ Ana pen or Jext which are brand names.

General Aspects (pupils)

The School will establish clear procedures and responsibilities to be followed by staff in meeting the needs of pupils with additional medical needs. This process includes:

- The school being involved with the parents and the child in establishing an individual Medical Care Plan.
- Effective communication of the individual Care Plans to all relevant staff and departments.
- Ensuring staff first aid training includes anaphylaxis management, including awareness of triggers and first aid procedures to be followed in the event of an emergency. Posters with affected pupils pictures, names and Houses are on display throughout the School.

Responsibilities

Medical information for pupils is private and confidential. However, it is the business managers responsibility to pass any information on to the Catering Manager with regards to food allergies of pupils. Staff will be made aware of these pupils via:

- Staff training and instruction in the Catering Department.
- A message will come on the till each time a pupil's card is scanned listing allergies.
- This medical information will be on SIMs for staff to download during trips and activities.
- The Medical Trainers who offer and deliver training to all staff about the administration of the medication, also to brief all staff on anaphylaxis recognition and treatment.

The parent/carer is responsible for supplying the relevant pupil medication (adrenaline device).

The Catering Staff are also responsible for:

- Using only authorised suppliers and being the controlling point and contact for all purchases of food stuffs for school catering.
- Ensuring suppliers of all foods and catering suppliers are aware of the School's Food Allergy policy and the requirements under the labelling law.
- Ensuring suppliers of food stuffs are nut free or labelled 'may contain nuts'.
- Being aware of pupils and staff who have such food allergies and updating this training every three years. All staff must be informed of this during their in-house induction training.
- Clear labelling of items of food stuffs that may contain nuts.

Packed Lunch Requirements

Since this condition can be life threatening, we are asking all members of the school community for their help in minimising the risk to these children by:

- Avoiding giving children nuts or nut products in their packed lunches.
- Avoiding giving nuts or nut products or snacks/bars containing nuts for break time snacks
- Avoiding supplying the school with cakes or food items containing nuts for birthday celebrations, sales, or events

We do acknowledge in our Allergy policy that many foods are labelled as '*may have been produced in a factory handling nuts and cannot be guaranteed to be nut free*'. Such items **will** be allowed in school as it would be unreasonable to expect these to be kept out of school.

- Please note where a member of staff notices a pupil eating a nut product, the product will be removed politely, and the member of staff will explain why this has to be done.
- A phone call will then be made to the parent to explain what has happened, so they are fully informed and to remind them of the Allergy policy.
- Due to the severity of the problem, it is important that all parents understand and carry out the suggested measures and reduce the risk of allergic reaction to these children.

We thank you in advance for your co-operation and support regarding this matter. If you have any questions or concerns, please feel free to contact Mark McNulty, School Business Manager

Educational Visits and In-House Events

All academic staff must check the requirements of all pupils they are taking off site. This is part of the offsite risk assessment. Where food intolerance has been identified, this must be relayed to the School Kitchen if they are ordering packed lunches or any foods for in-house events from our catering suppliers.

At least a staff member undertaking an offsite trip must have attended the School's Medication and Anaphylaxis training. This is part of the risk assessment. Staff must also:

- Physically check that pupils have their medication before leaving site.
- Ensure that all food collected from the Catering Department is served open and has been clearly labelled, checked against the allergen matrices and the child's specific allergies, if any. The allergens need to be checked when serving/distributing the food to the child simply asking if they have any allergies or intolerances when serving the item. This also needs to be done if the child purchases any food while on a school event.

The School Kitchen does not have any control over the food brought in during this time, so it is hard to monitor.

If an item of food is used for a school event that may contain nuts, a sign will be put directly in front of the food to make both staff and children aware. Any parent whose child has an allergy to nuts will be informed before the event to ensure the parent is happy for them to be at school during this time.