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# Allergy Policy for Children & Young People

## 1. Purpose of this Policy

Musical Mayhem is committed to creating a safe, inclusive, and supportive environment for all participants. This policy outlines how allergies will be managed during classes, holiday camps, and performances, and the steps staff will take to prevent and respond to allergic reactions.

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## 2. Information Gathering & Parent Responsibilities

### 2.1 Medical Information Form

Parents/carers must provide full and accurate information about their child's allergies on the Musical Mayhem registration/medical form. This includes:

- Known allergens
- Severity of allergy
- Details of past reactions
- Required medication, including EpiPens or antihistamines
- Two emergency contacts information

### 2.2 Updates to Medical Information

Parents/carers must inform Musical Mayhem immediately of:

- Any changes to their child's allergy/allergy severity
- Changes in prescribed medications
- Updated emergency plans from a healthcare professional

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## 3. Medication Requirements (Including EpiPens)

### 3.1 Requirement to Bring Prescribed Medication

If a child has been prescribed an EpiPen (or any adrenaline auto-injector), Musical Mayhem requires that at least two in-date devices be provided for each session the child attends.

Medication must:

- Be clearly labelled with the child's name
- Remain on-site for the duration of the session
- Be collected at the end of the session by the parent or guardian

### 3.2 Refusal to Provide an EpiPen

If a child has been medically prescribed an EpiPen and a parent/carer refuses to provide one to Musical Mayhem:

- Musical Mayhem requires the parent or guardian to be on site with the medication **at all times** whilst the child is present in one of our classes. This is due to the significant risk posed by anaphylaxis and the inability of staff to ensure the child's safety without access to required emergency medication.
- Musical Mayhem will discuss the concern with the parent/carer and invite clarification for the safety of the child.

A written record of refusal to give the medication to Musical Mayhem must be sent and a decision will be made by Musical Mayhem in regards to this.

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## 4. Staff Responsibilities and Training

### 4.1 Staff Training

- Be shown how to recognise signs of an allergic reaction
- At least one First Aid trained staff on site at all times in using EpiPens/auto-injectors
- Know the child's emergency plan for children with allergy medication

### 4.2 Medication Handling

- Staff will not administer medication unless it is an emergency (e.g., anaphylaxis).
- Staff may assist a child in using their prescribed EpiPen if needed.
- Medication will be stored safely but must remain accessible at all times whilst in class.

Medication will be handed back to parent / care giver at pick up.

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## 5. Prevention Measures

### 5.1 Snack & Food Restrictions

Musical Mayhem may enforce restrictions on certain foods (e.g. nuts) when children with severe allergies are attending sessions.

Parents will be informed of any prohibited items.

### 5.2 Environment Management

- Children are asked to wash hands before food is eaten.
- Staff will monitor the environment to reduce exposure to allergens.

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## 6. Recognising and Responding to Allergic Reactions

### 6.1 Signs of Mild to Moderate Reactions

- Rash, itching, hives
- Swelling of face, lips, or eyes
- Stomach pain, nausea
- Sneezing or coughing

Staff Actions:

- Stay with the child and monitor closely

- Apply parent-approved medication (e.g., antihistamine) if part of the child's care plan
- Contact parent/carer or emergency services if necessary

## 6.2 Signs of Severe Reaction (Anaphylaxis)

- Difficulty breathing
- Wheezing or persistent coughing
- Swelling of tongue or throat
- Dizziness, collapse, or altered consciousness

### Staff Actions:

1. Immediately administer the EpiPen as trained
2. Call emergency services (999)
3. Notify parent/carer as soon as the EpiPen has been administered
4. If symptoms persist and a second EpiPen is available, administer after 5 mins
5. Document the incident fully

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## 7. Record Keeping

Musical Mayhem will maintain:

- Medical forms
- Allergy management plans
- Medication logs (EpiPen checks, usage records)
- Incident/accident reports

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## 8. Review of Policy

This policy will be reviewed annually or sooner if:



musicalmayhem.org  
info@musicalmayhem.org  
07842259387  
Unit 11-12 Fourth Way, Wembley, HA9 0LB

- Best practice guidance changes
- Legislation changes
- There has been an allergy-related incident requiring policy revision

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**Policy Adopted On: 02/04/2026**  
**Policy Review Date:01/09/2027**

**Signed:** .....

Lyndsey Rogerson, Executive Director of Musical Mayhem London CIC

