

Allergy Safety and Anaphylaxis Policy



Approved by: FGB

Date:

Last reviewed on:

Next review due by:

Document & Version Control			
Title of Document	Allergy Safety and Anaphylaxis Policy		
Statutory for Website	Yes	Review Cycle	Annually

Revision Date	Version No.	Summary of Change	Changes made by	Approved by	Date approved
		Review & update		FGB	

DRAFT

Contents

1. Policy Statement
2. Purpose
3. Legislation and Guidance
4. Roles and Responsibilities
5. The Allergy Safety Lead
6. Identifying Pupils with Allergies
7. Individual Healthcare Plans and Allergy Action Plans
8. Preventing Exposure to Allergens
9. Catering and Food Safety
10. Classroom Activities
11. Emergency Procedures
12. Adrenaline Auto-Injectors
13. Asthma and Allergies
14. School Visits and Educational Activities
15. Wraparound Care and Extra-Curricular Activities
16. Visitors, Volunteers and Contractors
17. Staff Training
18. Inclusion, Wellbeing and Safeguarding
19. Bullying and Allergy Awareness
20. Recording Incidents and Near Misses
21. Risk Assessment
22. Unacceptable Practice
23. Monitoring and Review

1. Policy Statement

Gastrells Community Primary School is committed to providing a safe, inclusive and supportive learning environment for all pupils, including those with food allergies, insect venom allergies, medication allergies, latex allergies and other allergic conditions.

The school recognises that allergies can range from mild reactions to severe, life-threatening anaphylaxis. Every member of staff has a responsibility to contribute to a culture of allergy awareness, helping to reduce the risk of exposure to allergens while ensuring pupils with allergies are fully included in all aspects of school life.

The school aims to:

- Protect the health, safety and wellbeing of pupils with allergies.
- Ensure pupils with allergies are able to participate fully in school life.
- Provide staff with appropriate information and training.
- Work in partnership with parents, carers and healthcare professionals.
- Respond quickly and effectively to allergic reactions and medical emergencies.
- Promote understanding and awareness of allergies across the whole school community.

Gastrells Community Primary School recognises that it is not possible to guarantee an allergen-free environment. Instead, the school adopts an **Allergy Aware** approach by reducing risks through effective planning, communication, training and reasonable adjustments.

2. Purpose

The purpose of this policy is to ensure there are effective procedures in place to identify, manage and reduce the risks associated with allergies and anaphylaxis.

This policy aims to:

- safeguard pupils with allergies;
- clarify responsibilities of staff, parents and pupils;
- ensure appropriate medical information is available;
- provide clear emergency procedures;
- minimise exposure to known allergens where reasonably practicable;
- support pupils emotionally and socially;
- comply with statutory guidance and relevant legislation.

3. Legislation and Guidance

This policy has been developed in accordance with:

- The Children and Families Act 2014.
- The Health and Safety at Work etc. Act 1974.
- The Equality Act 2010.

- Supporting Pupils with Medical Conditions at School (Department for Education).
- Statutory Allergy Safety Guidance for Schools (effective September 2026).
- Human Medicines (Amendment) Regulations 2017 relating to spare Adrenaline Auto-Injectors.
- Food Information Regulations.
- Natasha's Law (Food Information (Amendment) Regulations).
- Relevant guidance from NHS England and recognised allergy organisations.

This policy should be read alongside the school's:

- Supporting Pupils with Medical Conditions Policy
- First Aid Policy
- Health and Safety Policy
- Safeguarding and Child Protection Policy
- Educational Visits Policy
- Behaviour Policy

4. Roles and Responsibilities

Governing Body

The Governing Body is responsible for ensuring that appropriate arrangements are in place to support pupils with allergies and other medical conditions.

Governors will:

- approve and review this policy;
- ensure suitable resources are available;
- monitor compliance with statutory guidance;
- review significant allergy-related incidents where appropriate.

Headteacher

The Headteacher has overall responsibility for implementing this policy and ensuring that suitable procedures are in place throughout the school.

The Headteacher will ensure:

- allergy safety arrangements are implemented consistently;
- staff receive appropriate training;
- suitable risk assessments are completed;
- Individual Healthcare Plans are in place where required;
- emergency medication is accessible;
- incidents are investigated and reviewed.

Allergy Safety Lead

The Headteacher will act as the school's Allergy Safety Lead unless this responsibility is delegated to

another appropriately trained senior member of staff.

The Allergy Safety Lead is responsible for:

- coordinating allergy management across the school;
- maintaining an up-to-date register of pupils with allergies;
- ensuring healthcare plans remain current;
- arranging staff training;
- monitoring emergency medication;
- liaising with parents and healthcare professionals;
- reviewing incidents and identifying improvements.

Staff Responsibilities

All staff have a duty of care to support pupils with allergies.

Staff will:

- be familiar with pupils who have allergies;
- understand each pupil's Individual Healthcare Plan and Allergy Action Plan where relevant;
- know how to recognise allergic reactions;
- administer emergency medication when required;
- summon emergency medical assistance immediately following administration of adrenaline;
- ensure pupils are never left alone during an allergic reaction;
- take reasonable steps to minimise exposure to allergens;
- report all allergy-related incidents and near misses.

Temporary staff, volunteers, agency staff and supply teachers will be made aware of any pupils with significant allergies before taking responsibility for a class or activity.

Parents and Carers

Parents and carers are responsible for informing the school of any diagnosed allergy or significant allergic reaction before their child starts school or immediately following diagnosis.

Parents and carers must:

- provide accurate medical information;
- supply prescribed medication that is in date;
- provide two prescribed Adrenaline Auto-Injectors where applicable;
- provide an up-to-date Allergy Action Plan completed by an appropriate healthcare professional;
- notify the school immediately of any changes to treatment or medication;
- replace medication before expiry.

Pupils

Where appropriate to their age and understanding, pupils will be encouraged to:

- understand their allergy;
- avoid known allergens;
- tell an adult immediately if they feel unwell;
- carry prescribed emergency medication where agreed within their Individual Healthcare Plan;
- avoid sharing food or drinks with other pupils.

5. Identifying Pupils with Allergies

Gastrells Community Primary School recognises the importance of identifying pupils with allergies as early as possible to ensure appropriate support and minimise the risk of allergic reactions.

Information regarding a pupil's allergy will be obtained:

- during the admissions process;
- through medical information provided by parents or carers;
- following notification from healthcare professionals;
- whenever a new diagnosis is made.

Where a pupil has a diagnosed allergy, the school will ensure that:

- an Individual Healthcare Plan (IHP) is completed where appropriate;
- an up-to-date Allergy Action Plan is provided by parents or carers and completed by a healthcare professional;
- prescribed medication is available in school;
- relevant staff are informed of the pupil's allergy and emergency procedures;
- appropriate catering staff are notified where food allergies exist;
- information is shared appropriately with staff responsible for clubs, educational visits and wraparound care.

The school maintains a confidential register of pupils with allergies, which is reviewed regularly and updated whenever changes are notified.

Information is shared only with staff who require it to safeguard pupils whilst maintaining confidentiality in accordance with data protection legislation.

6. Individual Healthcare Plans and Allergy Action Plans

Every pupil with a significant allergy will have an Individual Healthcare Plan where appropriate. The Individual Healthcare Plan will be developed in partnership with:

- parents or carers;
- the pupil where appropriate;
- healthcare professionals;
- relevant school staff.

The plan will include:

- details of the allergy;
- known allergens and triggers;
- signs and symptoms of an allergic reaction;
- prescribed medication;
- emergency procedures;
- arrangements for educational visits and extracurricular activities;
- responsibilities of staff, parents and the pupil.

An up-to-date Allergy Action Plan provided by an appropriate healthcare professional should accompany the Individual Healthcare Plan and clearly explain:

- symptoms of a mild allergic reaction;
- symptoms of anaphylaxis;
- when medication should be administered;
- when emergency services should be contacted;
- parental consent for the use of prescribed and, where applicable, spare Adrenaline Auto-Injectors.

Healthcare Plans will be reviewed:

- annually;
- whenever medical advice changes;
- after any significant allergic reaction;
- whenever requested by parents or healthcare professionals.

7. Preventing Exposure to Allergens

The school adopts an Allergy Aware approach and takes reasonable steps to reduce the likelihood of exposure to known allergens.

As it is not possible to guarantee an allergen-free environment, the school focuses on effective risk management, communication and staff awareness.

Measures may include:

- careful supervision during mealtimes;
- encouraging regular handwashing before and after eating;
- cleaning tables and eating areas after meals;
- discouraging pupils from sharing food or drinks;
- ensuring staff understand individual allergy risks;
- considering allergens when planning activities;
- completing risk assessments where appropriate.

Where a pupil has a severe allergy, reasonable adjustments will be implemented to minimise risks whilst promoting inclusion.

The school does not routinely operate blanket bans on specific foods, as these cannot guarantee safety. Instead, individual risk assessments will determine whether additional measures are necessary for specific pupils.

8. Catering and Food Safety

The school works closely with its catering provider to ensure appropriate arrangements are in place for pupils with food allergies.

The catering team will:

- maintain accurate allergen information for all meals served;
- comply with current food information legislation;
- follow procedures to reduce the risk of cross-contamination;
- ensure allergen information is available to staff and parents upon request;
- liaise with parents where specialist dietary requirements exist.

Where appropriate:

- photographs of pupils with significant food allergies may be displayed discreetly within the kitchen for safeguarding purposes;
- catering staff will receive information regarding pupils requiring special dietary arrangements.

School staff will not make assumptions about whether food is safe for an individual pupil.

Where there is any uncertainty, the food will not be served until allergen information has been confirmed.

Packed lunches remain the responsibility of parents and carers. Parents are encouraged to avoid including foods that may present a significant risk to other pupils where requested by the school following an individual risk assessment.

9. Classroom Activities, Celebrations and Food

Many classroom activities involve food or food-related materials. Staff will carefully consider allergy risks before planning such activities.

This includes:

- cooking activities;
- food tasting;
- science investigations;
- craft activities;
- fundraising events;
- celebrations and cultural events.

Where food is used within lessons:

- allergy information will be checked beforehand;
- suitable alternatives will be provided where necessary;
- cross-contamination risks will be considered;
- activities will be adapted to ensure inclusion wherever reasonably possible.

Staff will avoid using food containing known allergens where alternative resources can reasonably be used.

Parents will be informed in advance where food forms part of planned curriculum activities.

Birthday celebrations should avoid placing pupils with allergies at risk. Parents are encouraged not to send food into school unless this has been agreed with the class teacher.

Any treats distributed within school must take account of known allergies and dietary requirements.

10. School Environment

The school will regularly review the learning environment to minimise avoidable allergy risks.

This may include:

- ensuring classrooms and dining areas are cleaned appropriately;
- encouraging good hygiene practices;
- considering ventilation where airborne allergens may affect pupils;
- ensuring emergency medication remains easily accessible;
- displaying emergency procedures in appropriate staff areas.

Where environmental allergens such as pollen, insect stings or animal dander present an increased risk, reasonable precautions will be taken following individual risk assessments.

The school will continue to promote a culture of awareness, inclusion and shared responsibility to support all pupils living with allergies.

11. Emergency Treatment and Management of Anaphylaxis

Anaphylaxis is a severe, rapid and potentially life-threatening allergic reaction that requires immediate medical treatment. All staff must be familiar with the signs and symptoms of anaphylaxis and know how to respond without delay.

Recognising an Allergic Reaction

Symptoms may include one or more of the following:

Mild to Moderate Allergic Reaction

- Itching or tingling in the mouth.
- Raised, itchy rash (hives).
- Swelling of the lips, face or eyes.
- Red, itchy or watery eyes.
- Sneezing or a runny nose.
- Mild abdominal pain, nausea or vomiting.

A mild allergic reaction can quickly progress to anaphylaxis. Pupils must be closely monitored and medical advice sought where appropriate.

Signs of Anaphylaxis

Anaphylaxis may include:

- Difficulty breathing or noisy breathing.
- Persistent coughing or wheezing.
- Swelling of the tongue or throat.
- Difficulty speaking or swallowing.
- Hoarse voice.
- Pale, clammy skin.
- Dizziness or collapse.
- Loss of consciousness.
- Symptoms of shock.

Not every person will experience all symptoms. Staff should always follow the pupil's Individual Healthcare Plan and Allergy Action Plan.

Emergency Procedure

If anaphylaxis is suspected:

1. Stay with the pupil and call for assistance immediately.
2. Administer the prescribed Adrenaline Auto-Injector (AAI) without delay.
3. Dial **999** immediately and state:

"A child is experiencing anaphylaxis."

4. Note the time the adrenaline was administered.
 5. If there is no improvement after 5 minutes, and a second AAI is available, administer the second injector.
 6. Monitor the pupil continuously.
 7. Do not allow the pupil to walk.
 8. Contact parents or carers as soon as it is safe to do so.
 9. Ensure the pupil is taken to hospital by ambulance, even if symptoms improve.
- The pupil must never be left alone during an allergic reaction.

Positioning the Pupil

The position of the pupil is important.

- If breathing is difficult, they should normally sit upright.
- If they feel faint or show signs of shock, they should lie flat with their legs raised if possible.
- If unconscious but breathing normally, place them in the recovery position.
- Do not allow the pupil to stand or walk.

Staff should follow the advice of emergency services if circumstances differ.

11. Adrenaline Auto-Injectors (AAIs)

The school supports pupils prescribed Adrenaline Auto-Injectors in accordance with current legislation and statutory guidance.

Parents or carers are responsible for providing:

- two in-date prescribed AAIs;
- replacement medication before expiry;
- an up-to-date Allergy Action Plan.

Where appropriate and agreed within the Individual Healthcare Plan, pupils may carry their own medication if they are considered competent to do so.

For younger pupils or those unable to self-carry safely, medication will be stored in an agreed location that is:

- clearly labelled;
- readily accessible;
- known to relevant staff;
- never locked away.

Spare Adrenaline Auto-Injectors

Gastrells Community Primary School maintains spare Adrenaline Auto-Injectors in accordance with current legislation.

These are available only for pupils who:

- have been prescribed an AAI;
- have written parental consent for the use of a spare device;
- require emergency treatment when their own medication is unavailable, damaged or has been used.

Spare AAIs are:

- stored securely but remain immediately accessible;
- checked regularly to ensure they remain in date;
- replaced promptly following use or expiry.

A record will be kept of:

- expiry date checks;
- administration of any spare AAI;
- replacement of used medication.

12. Storage and Management of Medication

Emergency medication must be:

- clearly labelled with the pupil's name;
- stored at room temperature;
- protected from direct sunlight;
- easily accessible during the school day;
- taken on educational visits and off-site activities.

Each emergency medication pack should contain, where prescribed:

- two Adrenaline Auto-Injectors;
- an Allergy Action Plan;
- prescribed antihistamine medication;
- asthma inhaler and spacer where applicable.

The school will undertake regular checks to monitor medication expiry dates. Parents remain responsible for ensuring replacement medication is provided before expiry. Used AAI's will be disposed of safely as clinical sharps in accordance with local procedures.

13. Asthma and Allergies

The school recognises that asthma can significantly increase the risks associated with severe allergic reactions.

Where pupils have both asthma and allergies:

- both conditions will be reflected within their Individual Healthcare Plan;
- prescribed inhalers should always be available;
- staff will be aware that poorly controlled asthma increases the risk of severe anaphylaxis.

Where appropriate, the school maintains an emergency asthma inhaler in accordance with current guidance and parental consent arrangements.

Staff receive training in recognising asthma symptoms alongside allergy awareness training.

14. Educational Visits, Residential Visits and Off-Site Activities

No pupil will be excluded from educational visits solely because they have an allergy.

Prior to every visit:

- appropriate risk assessments will be completed;
- Individual Healthcare Plans will be reviewed;
- emergency medication will be checked;
- staff responsibilities will be agreed;
- venue providers will be informed where necessary.

Visit leaders will ensure:

- emergency medication accompanies the pupil at all times;
- a trained member of staff is present;
- emergency contact information is available;
- suitable food arrangements are confirmed where meals are provided.

Residential visits require additional planning and liaison with parents, accommodation providers and catering staff to ensure appropriate arrangements are in place.

15. Wraparound Care, Clubs and Extra-Curricular Activities

The school is committed to ensuring pupils with allergies can participate safely in breakfast club, after-school club and extra-curricular activities.

Leaders of these activities will:

- be informed of pupils with allergies;
- have access to relevant Healthcare Plans where appropriate;
- know the location of emergency medication;
- understand emergency procedures;
- ensure emergency medication accompanies pupils during activities taking place away from the main school site.

Risk assessments will be completed where activities involve food preparation, cooking or visits away from the school grounds.

Reasonable adjustments will be made wherever possible to enable pupils with allergies to participate fully and safely in all aspects of school life.

16. Visitors, Volunteers and Contractors

Gastrells Community Primary School recognises that visitors, volunteers, agency staff and contractors have an important role in maintaining a safe environment for pupils with allergies.

Where appropriate, visitors will be informed of relevant allergy procedures, particularly if they are:

- leading activities involving food;
- supervising pupils;
- supporting educational visits;
- providing wraparound or extracurricular activities.

Contractors working on site must follow the school's health and safety procedures and ensure that any activities undertaken do not unnecessarily increase risks to pupils with known allergies.

Visitors should not distribute food, sweets or other edible items to pupils unless this has been agreed in advance with the school.

17. Staff Training

The school is committed to ensuring that all staff receive appropriate allergy awareness training. Training will be provided:

- as part of staff induction;
- annually for all staff;
- whenever guidance or procedures change;
- following any significant allergy-related incident where further learning is identified.

Training will include:

- understanding common allergies and anaphylaxis;
- recognising the signs and symptoms of allergic reactions;
- administering Adrenaline Auto-Injectors safely and confidently;
- understanding Individual Healthcare Plans and Allergy Action Plans;
- reducing the risk of allergen exposure;
- emergency procedures;
- record keeping and incident reporting;
- supporting pupils' emotional wellbeing;
- promoting inclusion and preventing discrimination.

Practical training using trainer Adrenaline Auto-Injectors will be provided where possible. Records of all training completed will be maintained by the school.

18. Inclusion, Wellbeing and Safeguarding

Gastrells Community Primary School is committed to ensuring that pupils with allergies are fully included in all aspects of school life.

Reasonable adjustments will be made to enable pupils to participate safely in:

- classroom learning;
- educational visits;
- sporting activities;
- school performances;
- clubs;
- wraparound provision;
- residential visits.

The school recognises that living with allergies can affect a pupil's emotional wellbeing.

Some pupils may experience:

- anxiety;
- social isolation;
- reduced confidence;

- fear of allergic reactions.

Staff will provide reassurance, promote inclusion and work closely with parents to ensure pupils feel safe, valued and supported.

Allergy management forms part of the school's safeguarding responsibilities.

19. Bullying and Allergy Awareness

The school has a zero-tolerance approach to bullying or behaviour that places another person at risk because of their allergy.

Examples include:

- threatening another pupil with an allergen;
- deliberately exposing someone to an allergen;
- teasing or intimidating pupils about their allergy;
- excluding pupils from activities because of their allergy.

Such behaviour will be dealt with under the school's Behaviour Policy and, where appropriate, Safeguarding and Child Protection procedures.

The school promotes allergy awareness through:

- staff training;
- age-appropriate pupil education;
- promoting good hygiene;
- encouraging pupils not to share food or drinks;
- fostering a culture of kindness, understanding and respect.

21. Recording Incidents and Near Misses

All allergy-related incidents, including near misses, will be recorded and reviewed.

Examples include:

- allergic reactions;
- administration of emergency medication;
- use of a spare Adrenaline Auto-Injector;
- accidental exposure to allergens;
- medication errors;
- near misses where no reaction occurred.

Records will include:

- date and time;
- pupil involved;
- circumstances;

- treatment given;
- outcome;
- actions taken to reduce future risk.

Following any serious incident, the school will review existing procedures and make improvements where necessary.

Parents or carers will be informed as soon as reasonably practicable following any significant allergy-related incident.

22. Risk Assessments

Individual risk assessments will be completed where required for pupils with allergies.

Risk assessments may include:

- classroom activities;
- practical lessons;
- food technology or cooking activities;
- educational visits;
- residential visits;
- sporting events;
- wraparound care;
- special events;
- use of animals within school.

Risk assessments will be reviewed whenever circumstances change or following any allergy-related incident.

24. Unacceptable Practice

To safeguard pupils, the following practices are not acceptable:

- preventing pupils from accessing prescribed emergency medication;
- locking away emergency medication;
- asking a pupil to collect their own medication during an emergency;
- delaying the administration of adrenaline where anaphylaxis is suspected;
- requiring parents to attend school before emergency treatment is given;
- excluding pupils from activities without appropriate risk assessment;
- allowing pupils with allergies to be treated less favourably because of their medical condition;
- ignoring or failing to follow an Individual Healthcare Plan or Allergy Action Plan.

All staff are expected to act promptly and in the best interests of the pupil at all times.

24. Monitoring and Review

The Governing Body and Headteacher will monitor the effectiveness of this policy to ensure that statutory requirements continue to be met.

The policy will be reviewed:

- annually;
- following changes to legislation or statutory guidance;
- after any serious allergy-related incident;
- where monitoring identifies improvements are required.

The Headteacher, as Allergy Safety Lead, is responsible for ensuring that procedures remain effective and that staff continue to receive appropriate training.

Appendix A – Common Signs and Symptoms of Anaphylaxis

Symptoms may include:

- swelling of the lips, tongue or throat;
- difficulty breathing;
- persistent cough or wheeze;
- hoarse voice;
- difficulty swallowing;
- dizziness or fainting;
- pale or clammy skin;
- collapse or unconsciousness.

Not all symptoms will occur in every case.

Appendix B – Emergency Response

If anaphylaxis is suspected:

1. Stay with the pupil.
2. Administer the Adrenaline Auto-Injector immediately.
3. Call 999 and state **"Anaphylaxis."**
4. Record the time adrenaline was given.
5. Administer a second injector after 5 minutes if there is no improvement and one is available.
6. Inform parents or carers.
7. Ensure the pupil is taken to hospital by ambulance.
8. Record the incident and review procedures afterwards.

Appendix C – Related School Policies

This policy should be read alongside:

- Supporting Pupils with Medical Conditions Policy
- First Aid Policy
- Health and Safety Policy
- Safeguarding and Child Protection Policy

- Behaviour Policy
- Educational Visits Policy
- Food Safety and Hygiene Procedures
- Accessibility Plan

DRAFT