

Lewknor Church of England Primary School

Allergy Safety Policy

September 2026 – Review September 2027

Aims

Our statement of general policy is as follows:

- To provide a safe, inclusive and supportive environment for pupils with allergies.
- To identify pupils, staff and regular visitors with known allergies and put appropriate arrangements in place.
- To minimise, so far as reasonably practicable, the risk of exposure to known allergens, including food, insect stings, medicines, latex, contact and airborne allergens.
- To ensure that all staff understand the signs of an allergic reaction and anaphylaxis and know how to respond promptly.
- To ensure pupils at risk of anaphylaxis have rapid access to their prescribed adrenaline devices and that the school maintains appropriate spare adrenaline auto-injectors (AAIs) for emergency use.
- To ensure Individual Healthcare Plans (IHPs), Allergy Action Plans and other relevant healthcare information are current, accessible to appropriate staff and reviewed when circumstances change.
- To work in partnership with pupils, parents/carers, healthcare professionals, caterers and other relevant providers.
- To ensure serious allergy incidents are reported, investigated and used to improve practice.
- To promote the wellbeing, dignity, confidence and inclusion of pupils with allergy and to prevent unnecessary stigma, isolation or bullying.
- To review this policy at least annually and following any serious incident, significant near miss or relevant change in guidance or legislation.

Policy Status and Legal Framework

This policy has been developed for Lewknor Church of England Primary School and is intended to reflect the Department for Education (DfE) statutory guidance Allergy safety in schools, published in July 2026.

Section 34 of the Children's Wellbeing and Schools Act 2026 introduced a requirement for maintained schools, academies and pupil referral units to have an allergy safety policy, publish it and keep it under review. Schools must have regard to the DfE statutory guidance on allergy safety.

This policy also sits alongside the school's wider duties relating to supporting pupils with medical conditions, safeguarding, health and safety, equality and food safety.

Responsibilities

The Governing Body

- Ensure that the school has an effective allergy safety policy and that it is reviewed at least annually.
- Ensure allergy-related risks are appropriately considered within the school's wider risk management arrangements.
- Monitor the implementation of the policy and ensure that appropriate resources are available.
- Ensure that serious incidents and significant near misses are brought to the attention of the governing body and that lessons are learned.
- Support the school in meeting its duties under relevant legislation and statutory guidance.

The Headteacher / Senior Leader Responsible for Allergy Safety

- The Headteacher, Tom Powell, has overall responsibility for implementation of this policy unless the Governing Body formally delegates this responsibility to another senior leader.

- Ensure the policy is implemented, communicated and reviewed.
- Maintain oversight of the school allergy register and Individual Healthcare Plans.
- Ensure appropriate staff training and emergency arrangements are in place.
- Ensure prescribed and spare adrenaline devices are managed safely and remain accessible.
- Ensure catering, curriculum, visits and other activities take account of identified allergy risks.
- Ensure allergy incidents and near misses are recorded, investigated and followed up.

All Teaching, Office and Support Staff

- Take reasonable care of pupils with allergies and follow this policy and individual plans.
- Know which pupils in their care have a known allergy and know where the relevant emergency information and medication are located.
- Recognise the signs of an allergic reaction and anaphylaxis and act promptly in an emergency.
- Never assume that a pupil is 'safe' because they have not reacted previously.
- Follow food, cleaning, hand hygiene, medication and activity arrangements designed to reduce exposure to allergens.
- Report concerns, incidents and near misses to the Headteacher or designated person without delay.
- Complete required allergy awareness and emergency response training.

Parents / Carers

- Provide the school with accurate and up-to-date information about their child's allergy, triggers, symptoms and prescribed medication.
- Provide prescribed adrenaline devices and other required medication in accordance with the school's medication arrangements.
- Work with the school and healthcare professionals to develop and review the child's Individual Healthcare Plan and Allergy Action Plan.
- Inform the school promptly of changes to diagnosis, medication or clinical advice.

Pupils

- Pupils will be supported to understand their allergy and, where appropriate, to develop confidence in managing it.
- Pupils who are able to self-manage their prescribed medication will be supported to do so in line with their healthcare plan and school arrangements.
- Pupils should not deliberately expose another pupil to an allergen, share food where this creates a known risk, or interfere with another pupil's medication.
- Any allergy-related bullying, teasing or unsafe behaviour will be addressed in line with the school's behaviour and safeguarding arrangements.

Identifying Pupils and Managing Individual Needs

The school will identify pupils with known allergies as early as possible. Information may be obtained through admission information, parent/carers communication, healthcare professionals, previous schools and the pupil themselves.

- A confidential allergy register will be maintained and kept up to date.
- Any pupil whose allergy requires supportive arrangements will have an Individual Healthcare Plan (IHP) where appropriate.
- Relevant information will be shared with staff who need it to keep the pupil safe, while respecting confidentiality and data protection requirements.
- Plans will be reviewed at least annually and whenever there is a significant change in the pupil's allergy, medication, healthcare advice or school circumstances.

Minimising the Risk of Exposure to Allergens

The school recognises that it is not possible to create a completely allergen-free environment. The aim is to identify known risks and put proportionate controls in place.

- Known allergens will be identified and managed through individual plans and risk assessments.
- Staff will follow good hand hygiene arrangements, particularly before and after eating and after handling food or materials that may contain allergens.
- Shared food will not be used in a way that creates an avoidable risk to a pupil with a known allergy.
- Classroom activities involving food or other potential allergens will be planned with known allergies in mind.
- Curriculum resources, art materials, science materials, plants, animals and other classroom exposures will be considered where they may present a significant risk.
- Where a pupil has an insect-sting allergy, appropriate precautions will be considered for outdoor learning, sports, visits and periods of warm weather.
- The school will consider allergy-related risks in cleaning, maintenance, ventilation and environmental arrangements where relevant.
- A blanket 'nut-free school' policy will not be assumed to eliminate risk; individual risk assessment and practical controls remain important.

Food and Catering

Food allergy will be managed through accurate information, careful communication and safe food handling. The school will work with its catering provider and families to ensure pupils' special dietary needs are considered.

- Allergen information for school meals will be available and kept current.
- Menu changes and ingredient substitutions will be checked against known allergies before food is provided to affected pupils.
- Caterers will check labels and product information when products or suppliers change.
- Allergen ingredients will remain identifiable through the catering process.
- Packed lunches and food brought into school by pupils will be managed in accordance with individual risk assessments and school arrangements.
- Parents/carers will be informed of any specific arrangements that apply to food provided by the school.
- Food-related incidents, suspected allergen exposure and cross-contamination concerns will be reported promptly.

Allergy Awareness and Staff Training

All school staff, including temporary, supply and relevant support staff, need sufficient awareness to recognise and respond to an allergic reaction. The school will ensure staff receive appropriate allergy awareness and emergency response training.

- Training will cover common allergies, signs and symptoms, anaphylaxis, emergency response, use of adrenaline devices, individual healthcare plans and the school's local procedures.
- New staff will receive appropriate information as part of induction.
- Training will be refreshed at appropriate intervals and following significant changes in guidance, medication devices or school arrangements.
- Staff supervising pupils with known allergies will have access to the relevant information and know how to obtain emergency medication.
- Records of training will be maintained.

Prescribed Adrenaline Devices

- Pupils prescribed adrenaline devices should have rapid access to them at all times, including in classrooms, the lunch area, playground, sports fields and on educational visits.
- Where a pupil cannot safely keep their devices with them, they will be stored in an appropriate central location that is unlocked and accessible at all times.
- The school will encourage pupils at risk of anaphylaxis to have access to their two prescribed devices at school and, where appropriate, to carry them in their school bag.

- Parents/carers are responsible for supplying prescribed medication and replacing devices before they expire.
- Medication will be checked at agreed intervals and concerns about missing or expired medication will be raised with parents/carers.

Spare Adrenaline Auto-Injectors (AAIs)

- Spare AAIs will be stored in pairs and in a safe, clearly identified emergency location.
- They will be readily accessible and not locked away, while being kept out of the reach of children where necessary.
- They will be stored at room temperature and in accordance with the manufacturer's instructions; they will not be refrigerated or exposed to excessive heat or direct sunlight.
- The location of spare AAIs will allow them to be brought to a person experiencing anaphylaxis within five minutes.
- Spare AAIs will not be treated as replacements for a pupil's prescribed devices.
- Expiry dates and condition will be checked routinely and records maintained.
- Used or expired AAIs will be disposed of safely in accordance with the manufacturer's instructions and applicable medicines/sharps arrangements.
- The school will replace spare AAIs promptly after use or when they expire.

Emergency Response – Suspected Anaphylaxis

Anaphylaxis is a medical emergency. If in doubt, treat as anaphylaxis.

1. Stay with the individual and bring emergency medication and assistance to them. Do not ask the person to walk to medication or first aid.
2. If the individual has a prescribed adrenaline device, use it immediately in accordance with their Allergy Action Plan.
3. If the prescribed device is unavailable, inaccessible or fails to work, use the school's spare AAI where appropriate.
4. Dial 999 immediately and state that the person is experiencing anaphylaxis.
5. Follow the individual's Allergy Action Plan and the instructions of the emergency services.
6. If there is no improvement after 5 minutes, give a further dose of adrenaline if available and clinically/operationally appropriate.
7. Never give an asthma reliever inhaler instead of adrenaline for anaphylaxis.
8. Do not allow a person experiencing anaphylaxis to stand or walk around.
9. Record the incident and inform parents/carers and the Headteacher/governing body as appropriate.
10. Review the IHP, risk assessment and relevant procedures following the incident.

Mild or moderate allergic reactions should still be taken seriously. The child should not be left unattended and should be observed in a safe place. Where a reaction has occurred, the school will follow the child's Allergy Action Plan and seek medical advice where required.

Educational Visits, Clubs and Off-Site Activities

- Pupils with allergy will be included in educational visits and activities wherever reasonably practicable.
- Allergy arrangements will form part of the relevant visit risk assessment and planning process.
- Staff responsible for the visit will know which pupils have allergies, the relevant triggers, symptoms, emergency procedures and location of medication.
- Prescribed adrenaline devices and relevant emergency medication will accompany the pupil on visits and be readily accessible.
- Staff will consider catering, transport, accommodation, outdoor activities, insect stings, animals and other relevant exposure risks.
- A contingency plan will be in place for delays, changes to itinerary or medical emergencies.

Serious Incidents and Near Misses

- All serious allergy incidents and significant near misses will be recorded.
- Parents/carers will be informed and statutory reporting requirements will be followed where applicable.
- The Headteacher will ensure the incident is investigated and that relevant staff and the governing body are informed as appropriate.
- The school will identify lessons learned and make changes to policy, risk assessments, training, food arrangements or individual plans where necessary.
- Where an allergen-related food safety incident occurs, the school will follow relevant food safety reporting and investigation procedures.

Information Sharing and Confidentiality

- Information about allergies is shared on a need-to-know basis so that staff can keep pupils safe.
- Relevant information will be available to staff supervising the pupil, including supply staff and staff involved in clubs, trips and lunchtime arrangements.
- Parents/carers will be told how allergy information is recorded and used.
- Personal information will be managed in accordance with the school's data protection arrangements.

Key External Guidance

Department for Education, Allergy safety in schools: statutory guidance, July 2026.

Department for Education, Allergy guidance for schools, updated July 2026.

Food Standards Agency, Prepacked for direct sale (PPDS) allergen labelling guidance for schools, colleges and nurseries.

This policy should be read with the latest versions of relevant government, NHS, Food Standards Agency and healthcare-professional guidance.

Local Arrangements – To Be Completed / Confirmed

Arrangement	School detail
Headteacher / senior allergy lead	Tom Powell
Named governor for allergy safety	James Pearce + David George – co-chairs