ST MICHAEL AND ST MARTIN CATHOLIC PRIMARY SCHOOL

Learning our faith, living our faith, loving our faith

Allergy Safety Policy

Policy Lead	Mrs Emma Goulding, Inclusion Lead
Named Allergy Lead	Mrs Emma Goulding
Approved by	Governing Body
Date of Policy	September 2026
Review Date	September 2027

1. Aims

At St Michael and St Martin Catholic Primary School, we recognise that allergies can have a significant impact on the health, safety, wellbeing and inclusion of children and young people.

The aims of this policy are to:

- Reduce the risk of pupils being exposed to known allergens wherever reasonably practicable.
- Ensure appropriate procedures are in place to respond quickly and effectively to allergic reactions, including anaphylaxis.
- Ensure pupils with allergies are supported to participate fully in school life.
- Promote allergy awareness and understanding across the whole school community.
- Ensure staff understand their responsibilities in relation to pupils with allergies.
- Ensure appropriate arrangements are in place for the safe storage and administration of prescribed and emergency Adrenaline Auto-Injectors (AAIs).
- Ensure appropriate allergy information is recorded, shared and kept up to date.
- Ensure serious incidents and near misses are recorded, reviewed and used to improve practice.

The school recognises that it is not possible to guarantee an entirely allergen-free environment. We will take reasonable and proportionate steps to reduce the risk of exposure and ensure appropriate emergency procedures are in place.

2. Legislation and Guidance

This policy has been developed with regard to:

- Children's Wellbeing and Schools Act 2026, including section 34 relating to allergy safety.
- Department for Education – Allergy safety in schools: Statutory guidance, July 2026.
- Children and Families Act 2014, including section 100.
- Supporting pupils with medical conditions at school statutory guidance.
- Food Information Regulations 2014 and subsequent amendments.
- Relevant Food Standards Agency guidance.
- Relevant Department of Health and Social Care guidance on emergency adrenaline devices.
- Relevant NHS guidance on allergic reactions and anaphylaxis.
- Relevant guidance from Anaphylaxis UK and other recognised allergy organisations.
- The Equality Act 2010, where applicable.

The new allergy safety requirements are commonly referred to as Benedict's Law, following the campaign for improved allergy safety in schools.

This policy should be read alongside the school's:

- Supporting Pupils with Medical Conditions Policy.
- Health and Safety Policy.
- First Aid Policy.
- School Food Policy.
- Educational Visits Policy.
- Safeguarding and Child Protection Policy.
- Medication Administration Procedures.

- Behaviour and Anti-Bullying Policy.

3. Roles and Responsibilities

3.1 Allergy Lead

The school's named Allergy Lead is Mrs Emma Goulding, Inclusion Lead.

The Allergy Lead is responsible for:

- Overseeing the school's allergy safety arrangements.
- Maintaining an up-to-date allergy register.
- Ensuring appropriate Individual Healthcare Plans (IHPs) are in place where required.
- Ensuring relevant staff have access to current allergy information.
- Coordinating allergy awareness and emergency response training.
- Overseeing the school's spare emergency AAIs.
- Ensuring appropriate arrangements are in place for trips, visits and activities.
- Monitoring serious incidents and near misses.
- Reviewing this policy annually and following any significant incident or change in guidance.
- Ensuring the policy is published on the school website.

Administrative tasks may be delegated to the Welfare Officer or administrative team, while overall responsibility remains with the Allergy Lead.

3.2 Welfare Officer

The Welfare Officer will support the Allergy Lead by:

- Maintaining medical and allergy information.
- Liaising with parents/carers regarding medication.
- Checking prescribed medication and emergency AAIs are in date.
- Maintaining appropriate medication records.
- Reporting expired, missing or used medication.
- Supporting emergency medication procedures.

3.3 Teaching and Support Staff

All relevant staff are responsible for:

- Knowing which pupils have allergies and understanding their individual needs.
- Knowing where prescribed medication and emergency AAIs are stored.
- Recognising the signs and symptoms of an allergic reaction and anaphylaxis.
- Completing required allergy awareness training.
- Following IHPs, Allergy Action Plans and risk assessments.
- Taking appropriate action in an emergency.
- Considering potential allergens when planning activities.
- Reporting allergic reactions, serious incidents and near misses.

This includes staff working in classrooms, the dining area, playground, clubs and other activities where pupils are present.

3.4 Parents and Carers

Parents/carers are responsible for:

- Providing accurate and up-to-date information about their child's allergy.
- Providing prescribed medication and AAIs as required.
- Ensuring medication remains in date.
- Providing an Allergy Action Plan or medical information where required.
- Informing the school immediately of any changes to their child's allergy or medication.
- Providing appropriate dietary information.
- Working with the school to develop and review an IHP where required.

Where a pupil has been prescribed two AAIs, both should be provided to the school in accordance with the school's medication procedures.

4. Allergy Information and Individual Healthcare Plans

The school will maintain accurate and accessible information about pupils with diagnosed allergies.

An Individual Healthcare Plan (IHP) will be considered where a pupil's allergy has a functional impact in school or requires arrangements that are additional to or different from those made generally.

Where provided by a healthcare professional, an Allergy Action Plan will be held alongside the IHP.

Relevant information may include:

- Pupil's name and photograph.
- Known allergens.
- Previous allergic reactions or anaphylaxis.
- Symptoms and emergency procedures.
- Prescribed medication and AAI information.
- Location of medication.
- Additional precautions or reasonable adjustments.
- Arrangements for trips and activities.

Information will be shared with staff who need to know in order to keep the pupil safe and will be handled in accordance with data protection requirements.

5. Risk Assessment and Prevention

The school will take reasonable and proportionate steps to reduce the risk of allergen exposure.

Allergy risks will be considered for activities including:

- Cooking and food preparation.

- Science experiments.
- Art and craft activities.
- Baking.
- Animal handling.
- Educational visits and residential trips.
- Sporting and off-site activities.
- School celebrations and events.
- Any other activity where allergen exposure is reasonably foreseeable.

Risk assessments will consider how exposure can be prevented or minimised and how emergency medication will be accessed if required.

Pupils with allergies will not be unnecessarily excluded from activities. Reasonable adjustments or alternative arrangements will be considered where necessary to enable participation.

6. Food and Hygiene

The school will promote good hygiene and food safety practices.

Pupils will be reminded to:

- Wash their hands before and after eating.
- Wash their hands after contact with animals or potential allergens.
- Not share food or drinks.
- Not share cutlery, utensils or food containers.
- Follow adult instructions regarding food and allergens.

Catering

The school will:

- Maintain accurate information about pupils with dietary requirements.
- Ensure appropriate allergen information is available for school food.
- Consider the 14 regulated allergens.
- Take reasonable measures to prevent cross-contamination.
- Communicate relevant menu or ingredient changes to parents/carers where appropriate.
- Ensure catering staff receive appropriate allergy and food safety training.

Food brought into school

The school recognises that it cannot guarantee an entirely allergen-free environment.

To reduce risk, the school strongly discourages high-risk allergenic foods being brought into school, including:

- Whole or packaged nuts.
- Nut-containing bars and spreads.
- Peanut butter.
- Peanut-based sauces such as satay.
- Sesame seeds and foods containing sesame.

Food must not be shared between pupils.

Any food brought into school for celebrations or special events by staff must be managed in accordance with school procedures and consideration given to pupils/ adults with known allergies.

7. Inclusion, Wellbeing and Bullying

Having an allergy should not prevent a pupil from accessing the full range of educational and social opportunities available at St Michael and St Martin Catholic Primary School.

Reasonable adjustments will be considered to support participation in:

- Lessons.
- Clubs.
- School meals.
- Educational visits.
- Residential trips.
- Sporting activities.
- Productions and performances.
- Celebrations and special events.

The school recognises that pupils with allergies may experience anxiety or worry about their condition and will provide appropriate pastoral support.

Allergy-related bullying, teasing, threats or deliberate exposure to an allergen will not be tolerated.

Any such behaviour will be managed under the school's Behaviour, Anti-Bullying and Safeguarding procedures.

Pupils will receive age-appropriate education about allergies, including the importance of not sharing food and seeking adult help if someone appears to be having an allergic reaction.

8. Educational Visits and Trips

Pupils with allergies will not be excluded from educational visits or residential trips solely because of their allergy.

Before a visit, staff will:

- Review relevant allergy information and IHPs.
- Complete appropriate risk assessments.
- Ensure prescribed medication and AAIs are taken.
- Ensure medication remains accessible.
- Identify appropriately trained staff.
- Consider catering and potential allergen exposure.
- Ensure emergency procedures are understood.

For residential visits, additional consideration will be given to accommodation, catering and activities.

Where appropriate, spare emergency AAIs may also be taken on visits following a risk assessment, while ensuring adequate emergency stock remains at school.

9. Responding to an Allergic Reaction

All staff will receive appropriate allergy awareness and emergency response training.

Symptoms of an allergic reaction may include:

- Itching, hives or rash.
- Swelling of the lips, face, tongue or throat.
- Difficulty breathing or wheezing.
- Persistent coughing.
- Difficulty swallowing.
- Dizziness, collapse or loss of consciousness.
- Vomiting or abdominal pain.
- Sudden deterioration.

Anaphylaxis is a medical emergency.

If anaphylaxis is suspected:

1. Administer adrenaline immediately.
2. Use the pupil's prescribed AAI where available.
3. If the prescribed AAI is unavailable, a school spare emergency AAI may be used where appropriate.
4. Call 999 immediately and state that the pupil is experiencing anaphylaxis.
5. Lay the pupil flat with their legs raised where possible.
6. Do not allow the pupil to stand or walk around.
7. Stay with the pupil and monitor them continuously.
8. If symptoms have not improved after 5 minutes, administer a second AAI where available and appropriate.
9. Follow the instructions of the emergency services.
10. Contact parents/carers as soon as practicable.
11. Ensure the pupil is accompanied to hospital by ambulance where required.
12. Record and report the incident.

Adrenaline must not be delayed while waiting for an ambulance or seeking parental consent.

If a pupil has both asthma and food allergy and develops sudden breathing difficulties, staff should consider anaphylaxis. An asthma reliever inhaler should not be given instead of adrenaline where anaphylaxis is suspected.

Mild allergic reactions

Mild reactions will be managed in accordance with the pupil's IHP and Allergy Action Plan.

The pupil will not be left unattended and will be observed for at least 60 minutes, as a mild reaction can progress to anaphylaxis.

If symptoms worsen or signs of anaphylaxis develop, the emergency procedure above will be followed.

10. Prescribed and Spare AAIs

The school will ensure pupils who have prescribed adrenaline devices can access them when required.

Where a pupil has been prescribed two AAIs, both should be available to the pupil while at school.

The school will maintain two emergency anaphylaxis kits, containing spare AAIs appropriate to the needs of pupils within the school.

Emergency AAIs will:

- Be stored in accordance with manufacturer instructions.
- Be kept at room temperature and protected from extremes of temperature and direct sunlight.
- Be clearly labelled.
- Be accessible to staff and not locked away.
- Be stored in a location allowing access within five minutes.
- Be stored in pairs.
- Be checked monthly.
- Be replaced following use or before expiry.

Emergency kit locations:

1. Medical Room
2. Large Hall

AAI brand: Mylan/ Viatris
Dosage(s): 2x 150mcg 2x 300mcg
Total number of spare AAIs: 4
Supplier: CMUK Visual Safety Limited

Prior parental consent should not delay the emergency use of a spare AAI where required to save a life.

11. Staff Training

All staff who are present when pupils are on the school site will receive appropriate allergy awareness training.

Training will cover:

- Understanding allergies and anaphylaxis.
- Recognising allergic reactions.
- Recognising anaphylaxis.
- Understanding the relationship between asthma and anaphylaxis.
- Reducing the risk of allergen exposure.
- Knowing where allergy information is recorded.
- Knowing where prescribed and spare AAIs are located.
- Administering adrenaline devices.
- Understanding individual pupil plans.

- Emergency procedures.
- Reporting serious incidents and near misses.

Training will be refreshed at least annually and additional training will be provided when required, including for new staff and where a pupil's medical needs change.

The school will maintain records of allergy training.

12. Serious Incidents and Near Misses

The school will record and learn from serious allergy-related incidents and near misses.

A near miss may include:

- A pupil being offered food containing a known allergen before the error is identified.
- Incorrect allergen information being provided.
- Cross-contamination being identified before food is consumed.
- A prescribed AAI not being immediately available.
- An emergency AAI being inaccessible or out of date.
- An error in allergy information or an IHP.

Following an incident or near miss, the school will:

1. Ensure the pupil is safe and receives appropriate medical treatment.
2. Record the incident.
3. Inform the Allergy Lead and Headteacher as appropriate.
4. Inform parents/carers where appropriate.
5. Review what happened.
6. Identify lessons learned.
7. Review risk assessments, IHPs, procedures or training where necessary.
8. Implement and monitor any actions required.

The school will use a learning-focused, no-blame approach when reviewing incidents and near misses.

13. Communication and Information Sharing

The school will work closely with parents/carers to ensure allergy information remains accurate and current.

Parents/carers should inform the school of:

- A new allergy diagnosis.
- Changes to an existing allergy.
- Changes to medication.
- Changes to an Allergy Action Plan.
- Significant allergic reactions.
- Changes to emergency medication requirements.

Relevant information will be shared with staff who need it to keep pupils safe, including teaching staff, support staff, welfare staff, catering staff and staff supervising trips or activities.

Information will be shared appropriately and in accordance with data protection requirements.

The Allergy Safety Policy will be:

- Published on the school website.
- Available to parents/carers and staff.
- Included within relevant staff induction and training.
- Communicated to pupils in an age-appropriate way.

14. Monitoring and Review

The Allergy Lead will monitor the implementation of this policy.

The policy will be reviewed at least annually and sooner where:

- There is a significant change in legislation or national guidance.
- There is a serious allergic reaction.
- There is a significant near miss.
- The school's emergency AAI arrangements change.
- A pupil's needs change significantly.
- School procedures require amendment.

The Governing Body will oversee the school's allergy safety arrangements through its normal monitoring and governance procedures.

The school will use information from incidents, near misses, staff training and feedback from pupils and parents/carers to improve allergy safety.

Appendix 1 – Emergency Allergy Response

Suspected Anaphylaxis

1. Give adrenaline immediately.

2. Lay the pupil flat with legs raised where possible.

3. Call 999 – say "anaphylaxis".

4. Send for the emergency kit/second AAI.

5. Do not allow the pupil to stand or walk.

6. Stay with the pupil and monitor continuously.

7. If no improvement after 5 minutes, give a second AAI if available and appropriate.

8. Follow emergency services' instructions.

9. Contact parents/carers.

10. Record and report the incident.

Remember

Adrenaline should not be delayed.

If in doubt, treat as anaphylaxis.

Always call 999.

Never allow a pupil experiencing anaphylaxis to stand or walk.

Appendix 2 – Emergency AAI Information

Number of emergency kits: 2

Kit 1

Location: Medical Room
AAI brand: Mylan/Viatris
Dosage: 1 x 150mcg 1x 300mcg
Expiry date:10/27 (150 mcg) 05/28 (300mcg)

Kit 2

Location: Large Hall
AAI brand: Mylan/ Viatris
Dosage: 1 x 150 mcg 1 x 300mcg
Expiry date: 10/27 (150 mcg) 05/28 (300mcg)

Monthly checks completed by: Ann Heaney Welfare Officer

Policy Lead: Mrs Emma Goulding, Inclusion Lead

Named Allergy Lead: Mrs Emma Goulding, Inclusion Lead