

Barden Primary School Allergy Safety and Anaphylaxis Policy

1. Introduction

Barden Primary School is committed to providing a safe, inclusive and supportive environment for pupils, staff and visitors with allergies. This policy fulfils the requirements of the Department for Education's *Allergy Safety in Schools* statutory guidance and Benedict's Law, introduced through Section 34 of the Children's Wellbeing and Schools Act 2026.

An allergy is an immune system response to a normally harmless substance. Reactions range from mild symptoms to severe life-threatening anaphylaxis. Common allergens include:

- Peanuts
- Tree nuts
- Sesame
- Milk
- Eggs
- Fish and shellfish
- Insect venom
- Latex
- Medication
- Animal dander
- Pollen

Barden Primary School adopts a whole-school allergy awareness approach and recognises that no school can guarantee an allergen-free environment. Instead, the school focuses on risk reduction, awareness, prevention and rapid emergency response.

2. Principles

The school will:

- Promote the safety and wellbeing of individuals with allergies.
- Ensure pupils with allergies are fully included in all aspects of school life.
- Maintain appropriate procedures for managing allergic reactions.
- Train all staff annually.
- Work closely with parents, healthcare professionals and catering providers.
- Maintain emergency medication and spare adrenaline devices.
- Learn from incidents and near misses through continuous review and improvement.

3. Roles and Responsibilities

Headteacher and Policy Lead: Claire Holgate has overall responsibility for:

- Implementation of this policy.
- Compliance with statutory requirements.
- Ensuring staff training is completed.
- Allocation of resources to support allergy safety.
- Reporting and review of allergy-related incidents.
- Annual policy review.

Allergy Coordinators: Steve Dowling and Steven Holland are responsible for:

- Maintaining the allergy register.
- Ensuring Individual Healthcare Plans (IHPs) are current.
- Ensuring Allergy Action Plans are available.
- Liaising with parents and healthcare professionals.
- Monitoring staff training.
- Monitoring expiry dates of medication using Medical Tracker and Kitt Medical systems.
- Coordinating educational visit arrangements.
- Reviewing incidents and near misses.
- Coordinating catering communications.

All Staff: All staff are responsible for:

- Understanding this policy.
- Recognising signs of allergic reactions and anaphylaxis.
- Attending annual allergy training.Staff (regular or cover classes)
- Be aware of the pupils in their care who have known allergies
- Ensuring pupils with allergies are safely supported during school trips and educational visits.
- Following Individual Healthcare Plans.
- Reporting incidents and near misses.
- Supporting inclusion and safeguarding.

Parents and Carers: Parents are responsible for:

- Informing school of any allergy diagnosis.
- Providing medical evidence and Allergy Action Plans.
- Supplying prescribed medication.
- Ensuring medication remains in date.
- Informing the school of any changes in allergy management.

Pupils: Pupils are encouraged to:

- Understand their allergies.
- Inform staff immediately if symptoms develop.
- Carry their own medication where appropriate and agreed.

- Follow agreed allergy management measures.

4. Identification of Pupils with Allergies

1. Parents or carers must inform the school if they believe their child has an allergy or is at risk of an allergic reaction.

2. Following notification, parents/carers will be invited to meet with the school's Allergy Leads, to discuss the child's needs and the support required in school.

3. To ensure appropriate and safe arrangements can be put in place, the school will require current information from an appropriate healthcare professional confirming the allergy and outlining any necessary treatment or emergency procedures.

4. Where appropriate, parents/carers will be asked to provide a current British Society for Allergy and Clinical Immunology (BSACI) Allergy Action Plan, which gives clear guidance on recognising and responding to allergic reactions.

5. Once the relevant information has been received and reviewed, the school will develop an Individual Healthcare Plan (IHP) in partnership with parents/carers and, where appropriate, healthcare professionals.

6. The IHP will detail the child's allergy, known triggers, required medication, emergency procedures, and any reasonable adjustments needed to keep the child safe whilst in school.

7. The IHP will be shared with relevant staff and reviewed regularly, or sooner if there is a change in the child's medical needs.

This process helps the school ensure that all reported allergies are managed appropriately, consistently, and in the best interests of the child.

Allergy Register

The school maintains an allergy register. Information is collected through:

- Admission forms
- New starter meetings
- Medical information updates.
- Individual Healthcare Plans.
- Allergy Action Plans.
- Medical Tracker records.

Relevant information is shared securely with:

- Teaching staff
- Support staff
- Catering staff
- Educational visit leaders

- Wraparound care providers

5. Individual Healthcare Plans and Allergy Action Plans

All pupils requiring ongoing allergy management will have an Individual Healthcare Plan (IHP). Where prescribed by healthcare professionals, pupils will also have a current British Society for Allergy and Clinical Immunology (BSACI) Allergy Action Plan.

Plans will:

- Detail allergens and triggers.
- Identify symptoms.
- Provide emergency response procedures.
- Include medication requirements.
- Contain emergency contact details.

Plans will be reviewed annually or following any significant incident.

**The above also applies to staff in school with allergies.*

6. Medication Management

Pupils prescribed adrenaline auto-injectors (AAIs) should have access to two devices at all times. Where appropriate and agreed, pupils may carry their own medication. Medication will be stored:

- In clearly labelled red drawstring bags in the pupil's classroom
- Alongside the child's Allergy Action Plan.
- In accessible locations known to all staff.
- Never in locked cupboards.
- At room temperature, protected from direct sunlight and temperature extremes

Medication accompanies pupils:

- During lessons.
- During breaktimes.
- On educational visits (risk assessments will be conducted for any child or young person at risk of anaphylaxis taking part in a trip off the premises)
- During sporting activities.
- During wraparound provision.

It is the responsibility of the child's parents to ensure that the anaphylaxis kit is up-to-date and clearly labelled, however the class teacher will check medication kept at school on a termly basis. Medical tracker will prompt when expiry dates are approaching.

AAIs are single use only and must be disposed of as sharps. The sharps bin is kept in the staff room. Used AAIs can be given to ambulance paramedics on arrival or can be disposed of in a pre-ordered sharps bin. Sharps bins to be disposed of disposed of by a local pharmacy or doctor`s surgery.

Pupils Prescribed an AAI Who Walk Home

Where a pupil prescribed an AAI walks home independently, the school will liaise with parents/carers to agree appropriate arrangements to ensure the pupil has access to their medication during the journey home. Any agreed arrangements, including whether the pupil carries their own AAI or requires an additional device, will be recorded in their Individual Healthcare Plan. Where a pupil is collected by a parent/carer, responsibility for the AAI transfers to the parent/carer at collection.

7. Kitt Medical Emergency Adrenaline Provision

Barden Primary School subscribes to the Kitt Medical service and maintains emergency spare adrenaline devices through its Kitt Medical Anaphylaxis Kitt. These devices may be used when:

- A pupil's prescribed AAI is unavailable.
- A prescribed device misfires.
- Additional doses are required before emergency services arrive.
- A person experiences anaphylaxis for the first time.

We have two **KittMedical Anaphylaxis Kits**. Their locations are:

- Mounted on the wall in the first aid area (main school)
- Mounted on the wall in the kitchen area of the Magic Bean building
- The keys to access the kits are stored in the art store, school office and Magic Bean cupboard. There are also emergency keys in a ‘break box’ mounted on the wall next to each kit.

They are:

- Clearly labelled.
- Accessible to staff.
- Checked monthly.
- Maintained in accordance with Kitt Medical requirements.

Medical Tracker and Kitt Medical systems are both used to monitor expiry dates and ensure replacement devices are obtained promptly.

8. Emergency Response: Anaphylaxis

Mild to Moderate Symptoms

- Itchy rash or hives
- Tingling mouth
- Swelling of lips, face or eyes
- Stomach pain
- Vomiting

- Severe Symptoms (ABC Symptoms)

Airway
- Swollen throat
- Difficulty swallowing
- Hoarse voice

Breathing
- Wheezing
- Persistent cough
- Breathing difficulties

Circulation
- Dizziness
- Pale skin
- Collapse
- Loss of consciousness

These symptoms should be treated as anaphylaxis.

Emergency Procedure
1. Stay with the individual.
2. Call for assistance.
3. Lie the person flat with legs raised where possible.
4. Administer adrenaline immediately.
5. Record the time.
6. Call 999 and state "anaphylaxis".
7. Administer a second AAI after 5 minutes if symptoms persist.
8. Call parents/carers.
9. Send the individual to hospital, even if symptoms improve.
10. Begin CPR if there are no signs of life.

9. Catering and Food Provision

The school and catering provider comply with Food Information Regulations 2014 and provide allergen information for food supplied by the school.

Additional controls include:

- Allergy information shared with catering staff.
- Parents encouraged to meet catering staff if required.
- Menus made available in advance.
- Food allergy risks considered during curriculum activities.
- Staff trained in allergen awareness.

- Prevention of cross-contamination.
- Pupils taught not to share food.

Children with food allergies wear a red lanyard at lunchtime to support identification and safe meal provision.

10. Educational Visits and Sporting Activities

Pupils with allergies will be fully included in educational visits and sporting activities.

Before any visit:

- A risk assessment will be completed.
- Medication availability will be checked.
- Staff will carry emergency medication.
- Relevant venue staff will be informed where necessary.
- Pupils requiring emergency medication who do not have it available may not attend unless safe alternative arrangements can be implemented.

At least one trained member of staff will accompany pupils at risk of anaphylaxis.

A risk assessment will be completed prior to all educational visits to identify any allergy-related risks, including whether an adrenaline auto-injector (AAI) is available within five minutes of the planned activities. The school will also take an emergency travel kit containing appropriate doses of AAI for use in the event of an unexpected severe allergic reaction in a pupil not known to have an allergy

11. Staff Training

The named staff members responsible for coordinating staff anaphylaxis training and the upkeep of the school's anaphylaxis policy are Steve Dowling and Steven Holland All staff must complete allergy awareness and anaphylaxis training annually.

This includes:

- Teachers
- Teaching assistants
- Midday supervisors
- Office staff
- Catering staff
- Wraparound care staff
- Temporary, supply and agency staff

Training is delivered through:

- Kitt Medical training resources.
- School induction programmes.
- Practical trainer-pen sessions.

Training records will be maintained through Kitt Medical and school systems.

12. Risk Assessment

The school will:

- Undertake annual allergy risk assessments.
- Complete individual pupil allergy risk assessments where required.
- Review assessments following incidents or changes in medical needs.
- Include allergy management within educational visit risk assessments.

13. Incidents and Near Misses

All allergic reactions, accidental exposures and near misses will be recorded.

The school will:

- Investigate each incident.
- Inform parents.
- Update healthcare plans where necessary.
- Identify lessons learned.
- Report incidents through the Kitt Medical Portal where spare devices have been used.
- Complete RIDDOR reporting where applicable.

14. Inclusion, Wellbeing and Safeguarding

The school recognises that allergies can affect emotional wellbeing as well as physical health.
The school will:

- Promote allergy awareness.
- Prevent allergy-related bullying.
- Educate pupils through assemblies and curriculum opportunities.
- Plan events inclusively.
- Support pupils who may feel anxious about their allergies.

Repeated failure to provide essential medication or relevant medical information may be considered a safeguarding concern and managed under safeguarding procedures.

15. Allergy Awareness and Nut-Free Approaches

Barden Primary School does not operate a blanket nut-free policy. The school follows the recommendations of Anaphylaxis UK by promoting:

- Allergy awareness.
- Risk assessment.
- Education.
- Effective communication.
- Safe food management.

The school recognises that no environment can be guaranteed completely allergen-free.

Staff must be aware of the allergies, intolerances and dietary requirements of the children in their care. Food, snacks or treats must not be given to a child if they contain an ingredient to which the child is allergic or if there is any uncertainty regarding the ingredients. Staff should always check allergy information before offering food and seek advice from parents or the designated allergy lead if they are unsure.

When food is used as part of the curriculum, including cooking activities, food tasting, or other educational experiences, staff must ensure that all allergens are carefully considered in advance. Ingredients should be checked and appropriate alternatives provided where necessary. No child should be encouraged or required to taste any food that may pose a risk to their health or that does not meet their dietary requirements.

Birthday Treats
Parents are welcome to send in birthday treats or other celebratory snacks for their child's class. However, to ensure the safety of all pupils and to support families with dietary and allergy requirements, these treats will not be consumed in school and will be sent home for children to enjoy with their families.

Celebratory Food and Cultural Events
Food may occasionally be brought into school to support celebrations such as Christmas, Eid and other cultural events. As we cannot guarantee the ingredients or allergen content of food provided from home, children with allergies or dietary requirements may be advised not to eat it. Where appropriate, staff will seek parental permission before offering food. Parents may also provide a suitable alternative treat or pre-approved plate of food to enable their child to participate safely.

16. Policy Review

This policy will be:

- Published on the school website.
- Reviewed annually.
- Reviewed following any serious incident.
- Updated in line with statutory guidance changes.

Approved by: Claire Holgate, Headteacher

Review Date: September 2027

Named Allergy Coordinators: Steve Dowling and Steven Holland