Berkswich CE Primary School	

Reference Number	Shared with Staff	Ratified by Governing Board	Review Date
S26b	September 2026	October 2026	September 2027

Policy Title	Berkswich CE Primary School Allergy Management Policy

Named Senior Leader for Allergy Safety	Ms Jackson (Headteacher) Mrs Andrews (SENDCo) support for allergies and IHPs
Named Governor for Allergy Safety	Mrs McKeon

Legal framework:

This policy has due regard to all relevant legislation and guidance including, but not limited to, the following:

- **Children's Wellbeing and Schools Act 2026:** commonly referred to as Benedict's Law, introducing statutory allergy safety duties for all schools.
- **Department for Education (July 2026):** Allergy safety in schools – statutory guidance.
- **Children and Families Act 2014 (Section 100):** statutory duties for supporting pupils with medical conditions in school.
- **Department for Education:** Supporting pupils with medical conditions at school – statutory guidance.

- **Department for Health and Social Care:** guidance on the use of emergency adrenaline auto-injectors in schools.
- **Human Medicines (Amendment) Regulations 2017:** legal framework permitting the procurement and administration of spare adrenaline auto-injectors in schools.
- **Equality Act 2010:** provisions protecting individuals with severe, life-impacting allergies under the definition of disability.
- **Food Standards Agency (FSA) / Department for Education:** guidance on food allergy and allergen information management.
- **Staffordshire County Council Allergy Management Policy 2026**

This policy operates in conjunction with the following school policies:

- Berkswich CE Primary Supporting Pupils with Medical Conditions Policy
- Berkswich CE Primary Health, Safety and Wellbeing Policy
- Berkswich CE Primary First Aid Policy
- Berkswich CE Primary Administering Medications Policy
- Berkswich CE Primary Educational Visits Policy
- Berkswich CE Primary Safeguarding Policy
- Mellors Catering Food Safety Arrangements,
- Berkswich CE Primary Lettings Policy

1. Policy Statement

"I have come that they may have life, and have it to the full." John 10:10

In line with **Benedict's Law** (the Children's Wellbeing and Schools Act 2026), **Berkswich CE Primary School** is committed to providing a safe, inclusive, and welcoming environment for all children, young people, employees, and visitors with allergies. Recognising the serious and potentially life-threatening risk posed by anaphylaxis, this dedicated policy establishes robust risk-mitigation measures and emergency response protocols.

We recognise that allergy is a spectrum of different allergic diseases and that these reactions occur when a susceptible person is exposed to something (an "allergen") they are allergic to.

2. Clinical Understanding & Signs of Anaphylaxis

Anaphylactic reactions usually begin within minutes of being in contact with the allergen (e.g. eating a trigger food), though they can occur several hours later. Anaphylaxis involves difficulty

in breathing and affects the heart rhythm. In extreme cases, there could be a dramatic fall in blood pressure leading to collapse.

Once started, anaphylaxis reactions progress quickly – therefore giving emergency adrenaline **immediately** and calling Emergency Services (999) is crucial. **Anaphylaxis always requires an emergency response.**

Anaphylaxis can occur without any other signs (such as a skin rash) being present. We will **always consider anaphylaxis in someone with a known food allergy who has sudden difficulty in breathing.** Giving adrenaline in this context is very safe and may be lifesaving.

The most common causes of 'whole body' allergic reactions (including anaphylaxis) are:

- Foods: including peanuts, tree nuts, cow's milk/dairy foods, egg, wheat, fish/shellfish, and sesame.
- Insect stings: such as bee and wasp stings.
- Medication: including antibiotics and pain medicines such as ibuprofen.
- Latex: rubber gloves, balloons, and swimming caps.

Even for food allergy, most anaphylaxis reactions require the person to have eaten the food, although less serious allergic reactions can happen through skin or other contact. Anaphylaxis reactions due to skin contact are very rare. Students who have a skin reaction need monitoring for at least an hour.

The critical intersection between asthma and anaphylaxis is highlighted by findings from the National Child Mortality Database Report on Asthma and Anaphylaxis. Between April 2019 and March 2023, there were 54 child deaths due to asthma and 19 from anaphylaxis in the UK. Crucially, all of the children who died from anaphylaxis and had known allergies were also diagnosed with asthma. This underscores that poorly controlled asthma is one of the single greatest risk factors for fatal anaphylaxis.

The staff at Berkswich CE Primary understand that severe allergies are included in the Equality Act, 2010. The act considers a person disabled if they have a physical or mental impairment that has a substantial and long-term negative effect on their ability to carry out normal daily activities. Seasonal rhinitis (such as hay fever) is explicitly excluded from the definition of disability unless it aggravates the effect of another health condition.

Exclusions from this Policy

Coeliac disease and food intolerance can present symptoms similar to those of food allergy. While these are managed through dietary avoidance, they do not pose a risk of anaphylaxis and are therefore not within the scope of this allergy safety policy. Eczema, asthma, and allergies sometimes occur together (known as the atopic triad). Asthma training is provided to all employees, and an individual's asthma care plan is included in their Individual Healthcare Plan (IHP), but these conditions are otherwise managed under separate guidelines.

3. Roles and Responsibilities

Governing Body & Headteacher

The governing body is responsible for ensuring that the school's policy sets out the arrangements to reduce the risk of individuals coming into contact with their known allergens and sets out the emergency response plan for anaphylaxis. They monitor this policy as a standing agenda item at meetings. A school governor is designated as the named governor for allergy safety to work closely with the allergy lead, at Berkswich CE Primary the named governor is Mrs Mckeon.

Berkswich CE Primary School includes the risks pertaining to students and employees with allergy on the school's risk register. The Headteacher serves as the named senior leader responsible for allergy safety, driving implementation and review. Mrs Andrews (SENDCo) supports with the operational management of IHPs and advising parents on how to access an Allergy Action Plan.

The Allergy Lead

The Allergy Lead (Headteacher) is responsible for:

- Implementing systems to collect allergy information during enrolment, ensuring information is shared with catering teams. Outside normal admission points, this sharing must occur within two weeks of starting.
- Holding a secure register of students and employees with allergies, noting whether they hold adrenaline and have an Allergy Action Plan.
- Ensuring systems are robust for identifying students with allergies at mealtimes.
    - Communication about:
        - the policy
        - the students who are on the register of those with allergies
        - the importance of recording and reporting near misses and incidents
    - communication with:
        - governors to provide updates about the policy implementation

    - Health and Safety and Designated Safeguarding Leads to keep allergy safety as part of their roles
    - Outside agencies such as Health and Safety Executive (HSE) if a report under RIDDOR is needed
    - Caterer: the procedures in the kitchen and the procedures for ensuring that the students with allergies are provided with a safe meal
    - Parents/carers to enable them to input into IHPs (Individual Healthcare Plans) and to request allergy action plans when appropriate
    - Students to develop an understanding of allergy through information assemblies and workshops, participating in awareness days and weeks
- spare adrenaline devices and making sure these are checked and in date, with replacements being secured before the current ones expire
- that IHPs are created and communicated
- Training
    - ensuring that all employee annual training is up to date and that allergy is included in induction even for short term members of employees.
    - ensures that all employees have the opportunity to practice with trainer adrenaline devices at least annually but ideally a few times a year.

All Employees

All school employees are responsible for:

- Understanding their role in implementing this policy, recognising signs of allergic reactions, and acting swiftly in an emergency.
- Supporting the creation and implementation of individual student IHPs.
- Adapting the curriculum to minimise risks (e.g., in cooking, science, art, and craft).
- Completing thorough risk assessments for curriculum activities involving food, trips, and sporting events.
- Proactively engaging with parents/carers and reporting all incidents or near misses.

Parents and Carers

Parents and carers are responsible for:

- Adhering to this policy and cooperating with the school to manage risks.
- Providing the school with complete and accurate medical information to develop IHPs and Allergy Action Plans.
- Updating the school immediately of any changes to the pupil's allergy status, external reactions, or medical prescriptions.
- Ensuring the pupil always has two in-date, prescribed adrenaline devices at school.

4. Minimising Risk and Exposure to Allergens

Minimising risk and the exposure to allergens is central to ensuring that individuals with allergies are safe from harm. Even a small amount of allergen can cause a reaction. Any food can cause a reaction with serious consequences for the individual and Berkswich CE Primary School will only eliminate a food following a risk assessment supported by medical advice when necessary. Where a food is restricted, this will be to the smallest area for the time necessary; for example, the cooking room for the duration of the lesson when the student with allergy is cooking. Although the school recognizes that blanket bans, especially to nuts, create a false sense of security, parents are advised that Berkswich CE is committed to being a nut-free school. The school is aware that there are fourteen key food allergens that cause over 90% of reactions and that any food can cause a reaction.

Berkswich CE Primary is allergy aware ensuring that the employees and students are actively aware of the risk posed by allergens, take steps to minimise the risk of exposure and have robust emergency response plans in place.

Berkswich CE Primary Berkswich CE Primary completes a school wide allergy risk assessment that seeks to minimise the risks of exposure to known allergens. The risk assessment will include:

- Identifying the food used within the curriculum and making adaptions to remove allergens that pose a risk for the whole group not just the student who has the allergy.
- Conducting specific risk assessments to manage the risks of exposure to allergens in individuals when planning external visits or trips
- Identify measures to manage risks of exposure to a food allergen through food brought in by others (for example, parents, students, employees).
- Identify measures to manage the risks of exposure to a food allergen through food provided by the school, college or setting
- Putting in reasonable measures to manage the risk of individuals being exposed to allergens where they have a known allergy to airborne or contact allergens
- Identifying non-food allergens within the environment and making adaptions to remove/reduce allergens that pose a risk

Berkswich CE Primary School will ensure that the risk of exposure is minimised by ensuring

- That all school employees' complete allergy training every year
- Students are educated through awareness assemblies and within PHSE
- Parents and pupils understand hat Berkswich CE is a nut-free school
- The PTA is clear about school expectations for allergy management
- Communication is in place with all visitors, contractors, temporary employees, and cover employees that there are students / staff with allergies on site and what appropriate controls need to be followed.

- Working closely with parents/carers and health professionals to understand the student's allergy
- Monitoring this policy to ensure that the agreed practices are implemented
- Establishing and maintaining high hygiene standards amongst employees, pupils and visitors.
- In alignment with the July 2026 statutory guidance, which highlights that poor air quality exacerbates asthma and increases the risk of severe reactions, Berkswich CE Primary School systematically integrates clean indoor air into our health and safety procedures. To protect pupils with allergic asthma, we ensure learning spaces are well-ventilated such as doors and windows being opened.

5. Food Provision and Catering

To ensure meal safety, **Berkswich CE Primary School** through Mellors catering manages catering operations by:

- Ensuring the contract with the school catering provider is fully compliant with the Food Standards Agency (FSA) allergen management regulations.
- Sharing up-to-date pupil allergy profiles with the kitchen staff immediately upon enrolment or diagnosis.
- Enabling parents/carers to liaise and meet with the school cook from Mellors
- Providing clear allergen information to parents/carers and ensuring it is available for staff and pupils.
- Identifying students with allergies at the point of service and using orange matching coloured service trays for all with allergies
- Ensuring all food used in curriculum lessons (e.g. cooking classes) is strictly labelled, and avoiding unlabelled foods where allergy risks exist.
- Enforcing a strict policy of no food-sharing, trading, or sharing of utensils.
- Requiring parent/carer permission in advance before bringing in treats or food to celebrate birthdays or events
- Requesting ingredients are provided where a parent bakes / makes a food item for school
- Where cake sales are held and at events such as school discos there is an allergen table with an orange table cloth
- Ensuring school-led wrap-around care (breakfast and after-school clubs) and PTA events adhere to the same FSA standards, including creating allergen matrices and ensuring servers have basic allergen awareness.

6. Medication and Adrenaline Devices (AAIs)

Pupils at risk of anaphylaxis must be prescribed an adrenaline auto-injector (AAI) and they are expected to have them available at school at all times. This includes during transitions between the classroom, lunch area, playground, sports field, and during educational visits. AAIs must be stored at room temperature (not refrigerated or exposed to direct heat or sunlight) and must be kept in a central, unlocked, and readily accessible location that can be reached within 5 minutes. At Berkswich CE the AAIs are stored in the locked medical cupboard in the medical room, this is clearly labelled with an orange label on the box.

Spare Adrenaline Devices (AAIs)

Under the Human Medicines (Amendment) Regulations 2017, schools are permitted to hold 'spare' adrenaline devices for use in emergencies (e.g., if a pupil's prescribed device is lost, fails, or if a child experiences a first-time reaction). These are a safety net and do not replace a pupil's own prescribed medication.

Berkswich CE Primary School maintains the following emergency stock in line with primary school recommendations:

- Two 'spare' AAI devices (150 micrograms, e.g., EpiPen Junior) for children under the age of 6.
- Two 'spare' AAI devices (300 micrograms, e.g., EpiPen) for individuals over 6 years of age.

These kits are located in the **Medical Room**, locked in the medical cupboard and stored in a clearly marked box with an Orange Label **'Emergency Anaphylaxis Kit'**. The Allergy Lead is responsible for checking these devices monthly to ensure they are in-date and clear, securing replacements one month before expiry. Used or expired devices will be disposed of in a sharps box which is located in the medical room.

Berkswich CE Primary recognises that the Human Medicines (Amendment) Regulations 2017 do not require consent to have been obtained for “spare” adrenaline devices to be used. It can be good practice for the school to obtain advance consent from parents or the young person for “spare” adrenaline devices to be used, so that in an emergency, consent can be assumed to be in place. However, in an emergency situation anyone may take reasonable action to save a life without checking whether prior consent has been given.

Emergency Salbutamol Inhalers

Given the strong clinical connection between asthma and severe anaphylaxis, and in accordance with the Human Medicines Regulations 2012, Berkswich CE Primary School stocks emergency spare salbutamol reliever inhalers and spacers alongside our spare adrenaline auto-injectors (AAIs). These emergency inhalers are located in Medical Room and can be administered to pupils diagnosed with asthma (or prescribed a reliever inhaler) in an emergency if their own device is lost, empty, or broken.

Pupils self-management:

Depending on their level of understanding and competence, pupils will be encouraged to take responsibility for and to always carry their own AAI on them in a suitable bag/container

Older students in Year Five and above, whenever possible, should assume responsibility for their emergency kit under the guidance of their parents. However, symptoms of anaphylaxis can come on **very suddenly**, so school employees need to be prepared to administer medicatio n if the young person cannot.

7. Employee Training and Emergency Response

All teaching, support, administrative, and catering staff receive annual allergy awareness and emergency response training. This covers symptom recognition, the distinction between allergies and intolerances, the use of prescribed and spare AAIs, and emergency protocols. Staff have opportunities to practice with trainer devices multiple times a year. Cover staff and teacher trainees are briefed on pupil allergy profiles as part of their induction.

Throughout the year employees will be reminded of key aspects of the policy such as:

- how to find out who has an allergy
- the storage of spare adrenaline
- practice with adrenaline trainer devices

Berkswich CE Primary will communicate key messages regarding risk reduction leading up to religious festivals, trips, and end of term celebrations.

During fire drills and lockdown practices, Berkswich CE Primary will ensure that a student's adrenaline device is with them. Should a real evacuation happen, the student may have to go home without adrenaline if this has not been taken out during a fire evacuation.

Emergency Protocol (Remember: ADRENALINE, 999, STAY)

1. Bring the prescribed adrenaline device to the pupil immediately. Do not send the pupil to find medication. If their device is unavailable, use the spare AAI.

2. Administer adrenaline into the outer thigh as soon as possible (and within 5 minutes) if anaphylaxis is suspected.

3. Call 999 immediately, stating that the person is experiencing anaphylaxis. Do not delay adrenaline administration to make this call.

4. Keep the pupil flat with legs raised where possible. Do not allow them to stand or walk. If breathing is difficult, sit them up slightly as directed by emergency operators.

5. Stay with the pupil and monitor them continuously. If there is no improvement after 5 minutes and a second device is available, administer a second dose.

6. Contact parents/carers immediately after emergency services are called. A staff member will accompany the pupil to the hospital if a parent has not yet arrived.

8. Identification and Transition

Detailed medical and allergy information is collected from parents/carers prior to school admission, this is managed by the school SENDCo and the office. Information is shared strictly on a need-to-know basis to ensure pupil safety while respecting confidentiality. Transition processes involve requesting historical care plans from previous schools, reviewing their suitability, and writing new IHPs in collaboration with parents/carers prior to the pupil's formal start. There is a Microsoft form for parents / carers to complete. Mrs Andrews is able to support any families who require help with this.

Pre-employment questionnaires and visitor protocols ensure staff and volunteers are similarly protected.

9. Individual Healthcare Plans (IHPs) & Allergy Action Plans (AAPs)

Where a healthcare professional provides an Allergy Action Plan (AAP), the school will attach it to the pupil's IHP. The IHP captures critical details: emergency contacts, pupil photograph, allergens, specific signs of reaction, medication requirements and emergency action steps. IHPs are reviewed at least annually, or immediately following an allergic reaction, near miss, or change in medical circumstances. Mrs Andrews, SENDCo is responsible for maintaining pupil IHPs and ensuring that AAPs are provided by parents / carers.

10. School Trips and External Visits

Berkswich CE Primary School ensures that students with allergies are fully included in every trip, sporting event, and extracurricular activity. Detailed risk assessments are completed for each excursion, covering allergen exposure, transport, local emergency service proximity, and safe adrenaline storage. Trip leaders must carry all relevant emergency supplies and verify that pupils have their prescribed AAIs before departing. Pupils without their medication cannot participate. Spare AAIs may accompany trips if the school's on-site emergency stock is not compromised.

Berkswich CE Primary will notify the host school, when arranging a sporting fixture, that a member of the team has an allergy. When a sports team is provided, the students' school will ensure the students' allergies are communicated and appropriate food is provided.

11. Serious Incidents, Near Misses, and Safeguarding

All allergic reactions (incidents) and near misses (e.g. accidental exposure without reaction, or labelling errors) must be recorded immediately on the school's health and safety reporting system (My Health and Safety). Every incident undergoes a review to compile lessons learned, which are shared with parents/carers, the pupil, and involved staff. The incident or near miss will be reviewed and a report written and IHPs will be updated. All allergy Incidents will be reported to the Health, Safety and Wellbeing Duty Officer. If unsafe food was supplied by the school operating as a food business, the local authority environmental health team will be notified immediately. Residues of food or samples may be retained as evidence.

The school recognises that a safeguarding referral may be necessary if an incident highlights concerns that a child is at risk of neglect, abuse, or exploitation. This includes situations where crucial medical information is withheld, or where pupils are repeatedly sent to school without their essential lifesaving medication.

12. Wellbeing, Inclusion, and Bullying Prevention

We understand that living with a severe allergy can cause significant anxiety. Berkswich CE Primary School proactively supports pupils by integrating allergy education into PSHE and assemblies, planning inclusive celebrations to eliminate social isolation, and promoting 'allergy champion' roles for staff and students. Allergy-related bullying, mocking, or deliberate allergen exposure is treated as a major behaviour and safeguarding concern and will be addressed immediately under the school's anti-bullying and behaviour policies

Berkswich CE Primary will:

- regularly communicate to pupils, parents, and employees about allergies, ensuring ongoing awareness and appreciation of the severity of the potential risks
- includes allergy and anaphylaxis lessons during worship or in PSHE
- plan school celebrations, rewards, and communal events inclusively from the outset to eliminate social isolation
- involve pupils and employees with allergies in developing and reviewing the policy and procedures for allergy management
- understand that allergy bullying is extremely serious and actively monitors, prevents, and addresses any stigmatisation or bullying directed at individuals due to their allergies or dietary constraints
- promote "allergy champion" roles for employees and pupils (not just within the catering team) who act as a point of contact
- invites new pupils with allergies to have a tour of the kitchen so they can meet the Mellors team and get used to the mealtime environment which may help to reduce anxiety

13. Unacceptable Practice

In accordance with the Department for Education's July 2026 statutory guidance, the Governing Body ensures that the following practices are strictly prohibited and deemed unacceptable at Berkswich CE Primary School:

- Preventing pupils from easily accessing their prescribed medication, including adrenaline auto-injectors (AAIs) or asthma inhalers.
- Ignoring the views of the pupil or their parents/carers, or ignoring medical evidence and advice from qualified healthcare professionals.
- Assuming that every pupil with an allergy requires the exact same level of support, or assuming that older pupils do not require support as they take on more responsibility.
- Assuming a pupil does not have an allergy simply because they do not yet have a formal medical diagnosis (for example, while medical investigation is actively under way).
- Discriminating against pupils with allergies by frequently sending them home for reasons associated with their condition or preventing them from participating in normal school activities, including mealtimes.
- Sending a pupil who becomes unwell to the school office or medical room without suitable, trained supervision. In any allergic emergency, help must come to the child immediately, rather than sending the child to find help.
- Penalising pupils for their attendance record if their absences are related to their allergy or medical appointments. This includes excluding pupils with allergy-related absences from 100% attendance rewards, in alignment with our school attendance policy.

- Requiring or making parents/carers feel obliged to attend the school premises to administer medication or provide medical support. Parents must not have their employment or other responsibilities disrupted because the school fails to provide adequate statutory support.
- Preventing pupils from participating, or creating unnecessary barriers to participation, in any aspect of school life, including curriculum lessons, school trips, and external visits (e.g. by requiring a parent to accompany them).

14. Related Legislation and Statutory Guidance

This policy is established in accordance with the following statutory duties and national guidelines:

15. Policy Review and Sign-off

This policy is published openly on the school website and is reviewed at least annually, or more frequently in response to local incident trends, near misses, or updated statutory guidelines. Reviews are conducted alongside relevant medical conditions, first aid, food safety, educational visits, and safeguarding policies.