St Catherine's Catholic Primary School

ALLERGY SAFETY POLICY

MISSION STATEMENT

GROWING IN FAITH

Our vision at St Catherine's Catholic Primary School
and all we do, and aspire to be,
is centred on the love, life and teaching of Jesus,
and rooted in the faith of the Catholic Church.

AIMING FOR EXCELLENCE

Our aim is to build a loving, happy, safe and welcoming school where everyone has the opportunity and support to recognise, celebrate and develop
their God given gifts and talents, learning in a creative and friendly school family.

LEARNING FOR LIFE

Journeying together with each other,
we work in harmony
to provide outstanding Catholic Education
for all our pupils preparing them to fulfil their mission
to the world in which we live.

Policy Adopted: September 2026

To be reviewed: September 2027

1. Policy statement

St Catherine's Catholic Primary School is committed to providing a safe, inclusive and supportive environment for all pupils, including pupils living with allergies.

We recognise that allergies can be life-threatening and that anaphylaxis is a medical emergency requiring immediate treatment. The school will take all reasonably practicable steps to reduce the risk of exposure to known allergens, ensure appropriate emergency arrangements are in place, and ensure that staff are suitably trained to recognise and respond to allergic reactions.

This policy has been developed with regard to the Department for Education's statutory guidance **Allergy safety in schools**, published in July 2026, and the statutory allergy-safety duties introduced by the **Children's Wellbeing and Schools Act 2026**.

In line with Benedict's Law, we are committed to providing a safe, inclusive, and welcoming environment for all children, young people, staff, 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.

The school will review this policy at least annually and following any significant allergy incident, near miss, change in legislation or relevant change in DfE guidance.

2. Legal and statutory framework

This policy should be read alongside:

- Children's Wellbeing and Schools Act 2026;
- Children and Families Act 2014, including the school's duties concerning pupils with medical conditions;
- Department for Education statutory guidance: **Allergy safety in schools**;
- Department for Education guidance on supporting pupils with medical conditions;
- Food Information Regulations 2014;
- Food Standards Agency guidance on food allergens;
- Requirements for School Food Regulations 2014;
- Equality Act 2010, where applicable;
- the school's Supporting Pupils with Medical Conditions Policy;
- the school's First Aid, Educational Visits, Safeguarding and Food Safety policies.

Where legislation or statutory guidance is amended, the school will update this policy accordingly.

3. Scope

This policy applies to:

- all pupils;

- all teaching, administrative, catering, cleaning and support staff;
- volunteers and temporary staff;
- contractors and agency staff;
- visitors where relevant;
- school meals, snacks and food prepared or provided on school premises;
- educational visits, trips, residential visits, sporting events and other school activities;
- before-school, after-school and extracurricular activities operated or facilitated by the school.

4. Definitions

Allergy

An allergy occurs when the body's immune system reacts to a normally harmless substance.

Allergen

An allergen is a substance capable of causing an allergic reaction. Common food allergens include, but are not limited to:

- peanuts;
- tree nuts;
- milk;
- eggs;
- wheat/gluten-containing cereals;
- soya;
- sesame;
- fish;
- crustaceans;
- molluscs;
- celery;
- mustard;
- lupin;
- sulphur dioxide/sulphites.

The school recognises that pupils may also have non-food allergies, including allergies to medicines, insect stings, latex or other substances.

Anaphylaxis

Anaphylaxis is a severe, potentially life-threatening allergic reaction requiring immediate emergency treatment.

Adrenaline auto-injector (AAI)

An AAI is a prescribed or emergency adrenaline device used to treat anaphylaxis.

Individual Healthcare Plan (IHP)

An IHP records the individual arrangements required to support a pupil with a medical condition, including allergy, while at school.

5. Responsibilities

The Local Governing Committee

The Local Governing Committee will:

- ensure that the school has an allergy safety policy;
- ensure the policy is reviewed at least annually;
- ensure the policy is published on the school website;
- ensure appropriate resources and arrangements are available to implement the policy;
- monitor compliance with statutory requirements;
- ensure lessons are learned from serious allergy incidents and near misses.

Allergy Governor: Mary Craig

Headteacher

The Headteacher has overall responsibility for implementation of this policy and will:

- ensure the school complies with relevant statutory requirements;
- appoint a named Allergy Lead;
- ensure appropriate staff training is completed;
- ensure pupils with allergies are identified and appropriately supported;
- ensure appropriate emergency procedures are maintained;
- ensure allergy incidents and near misses are recorded and reviewed;
- ensure parents/carers are kept appropriately informed;
- ensure catering and other relevant contractors understand and comply with the school's allergy arrangements.

Allergy Lead

The school will appoint a named **Allergy Lead**:

Name: Sandy Ward
Job title: School Business Manager

The Allergy Lead will:

- maintain the school's allergy register including termly reviews;
- coordinate IHPs and allergy management arrangements;
- ensure relevant staff can access appropriate information;
- coordinate allergy awareness training;
- monitor the school's emergency allergy arrangements;
- oversee the management and checking of spare AAIs;
- coordinate reviews following incidents and near misses;
- liaise with parents/carers, healthcare professionals, catering providers and other relevant organisations;
- advise staff on reasonable precautions and risk reduction.

All staff

All staff have a responsibility to:

- take allergies seriously;
- know how to recognise the signs and symptoms of an allergic reaction;
- know what to do in an emergency;
- follow the pupil's IHP and the school's emergency procedures;
- minimise avoidable exposure to known allergens;
- report allergy incidents and near misses promptly;
- never ignore or dismiss symptoms of a possible allergic reaction.

6. Identification and registration of pupils with allergies

The school will establish effective arrangements to identify pupils with allergies.

Parents/carers will be asked to provide relevant information when a pupil joins the school and whenever the pupil's medical circumstances change.

Information recorded should include, where applicable:

- the diagnosed allergy;
- known allergens;
- previous allergic reactions;
- whether the pupil is at risk of anaphylaxis;
- prescribed medication;
- details of the pupil's AAI;
- the number and type of AAIs prescribed;
- emergency treatment instructions;
- relevant healthcare professional advice;
- any specific environmental or dietary precautions;

- arrangements for school trips and activities.

The school will maintain an up-to-date allergy register.

Information will be shared with staff on a need-to-know basis while respecting confidentiality and data protection requirements.

7. Individual Healthcare Plans

Where appropriate, the school will develop an Individual Healthcare Plan (IHP) for a pupil with an allergy.

The IHP will be developed in consultation with relevant people, which may include:

- the pupil;
- parents/carers;
- school staff;
- the school nurse;
- healthcare professionals;
- other relevant professionals.

The IHP will clearly state:

- the pupil's allergy/allergies;
- known triggers;
- symptoms and signs of an allergic reaction;
- emergency treatment;
- location of the pupil's own medication;
- arrangements for AAIs;
- who has responsibility for administering medication;
- arrangements for school trips and activities;
- any additional precautions required.

IHPs will be reviewed at least annually and whenever there is a significant change in the pupil's circumstances.

8. Allergy awareness training

The school will ensure that appropriate allergy awareness training is provided **annually to all staff**.

Training will include:

- understanding allergies and anaphylaxis;
- common allergens;
- recognising signs and symptoms of an allergic reaction;

- recognising anaphylaxis;
- appropriate emergency action;
- use of adrenaline auto-injectors;
- the school's allergy procedures;
- preventing accidental exposure;
- food and cross-contamination risks;
- reporting incidents and near misses;
- arrangements for individual pupils.

All staff should know where emergency allergy medication and spare AAIs are stored.

New staff will receive appropriate allergy information as part of their induction.

Training records will be maintained by the school.

9. Emergency response to an allergic reaction

The school will treat suspected anaphylaxis as a medical emergency.

Emergency Treatment and Management of Anaphylaxis

What to look for:

Symptoms usually come on quickly, within minutes of exposure to the allergen.

Mild to moderate allergic reaction symptoms may include:

- a red raised rash (known as hives or urticaria) anywhere on the body
- a tingling or itchy feeling in the mouth
- swelling of lips, face or eyes
- stomach pain or vomiting
- mild throat tightness
- sudden change in behaviour

More serious symptoms are often referred to as the ABC symptoms and can include:

- **AIRWAY** – swelling in the throat, tongue or upper airways (tightening of the throat, hoarse voice, difficulty swallowing).
- **BREATHING** – sudden onset wheezing, breathing difficulty, noisy breathing, persistent cough.
- **CIRCULATION** - dizziness, feeling faint, sudden sleepiness, tiredness, confusion, pale clammy skin, loss of consciousness.

The term for this more serious reaction is anaphylaxis. In extreme cases there could be a dramatic fall in blood pressure. The person may become weak and floppy and may have a sense of something terrible happening. This may lead to collapse and unconsciousness and, on rare occasions, can be fatal.

As soon as anaphylaxis is suspected, adrenaline must be administered without delay.

Action:

1. Keep the pupil where they are, call for help and do not leave them unattended.
2. Follow the pupil's IHP and emergency action plan.
3. **LIE pupil FLAT WITH LEGS RAISED** – they can be propped up if struggling to breathe but this should be for as short a time as possible.
4. **USE ADRENALINE DEVICE WITHOUT DELAY** and note the time given. AAIs should be given into the muscle in the outer thigh or nasal into the nostril. Specific instructions vary by brand – always follow the instructions on the device.
5. CALL **999** and state **ANAPHYLAXIS (ana-fil-axis).**
6. If no improvement after 5 minutes, administer second adrenaline device in accordance with the pupil's emergency plan and current clinical guidance.
7. If the pupil becomes unconscious, appropriate first-aid/CPR procedures should be followed.
8. Call parent/carer as soon as possible.
9. Any adrenaline auto-injector used must accompany the pupil to hospital where possible.
10. The incident must be recorded and subsequently reviewed.

Whilst you are waiting for the ambulance, keep the pupil where they are. Do not stand them up, or sit them in a chair, even if they are feeling better. This could lower their blood pressure drastically, causing their heart to stop.

All pupils must go to hospital for observation after anaphylaxis even if they appear to have recovered as a reaction can recur after treatment.

10. Spare adrenaline auto-injectors

The school will maintain an appropriate supply of **spare adrenaline auto-injectors (AAIs)** in accordance with current DfE requirements and guidance.

Spare AAIs will:

- be stored in an accessible but secure location;
- be clearly identified;

- be readily available during the school day and relevant school activities;
- be checked regularly for expiry dates and condition;
- be replaced before expiry;
- be included in arrangements for trips, visits and other activities where required.

The school will maintain a record of:

- the number and type of spare AAIs held;
- expiry dates;
- checks undertaken;
- stock replacement;
- use of any spare AAI.

Spare AAIs will only be used in accordance with the school's procedures and current statutory guidance.

Location of Spare AAIs: School Office – Orange Case mounted on wall behind School Secretary

11. Pupil's own medication

Pupils who have been prescribed an AAI should have their medication available in accordance with their healthcare arrangements.

The school will work with parents/carers to ensure:

- medication is clearly labelled;
- medication is within its expiry date;
- medication is stored appropriately;
- staff know where it is located;
- arrangements are made for medication during trips and activities.

The school will encourage age-appropriate pupils to develop independence in managing their allergy while ensuring appropriate adult support remains available.

12. Food and catering

The school recognises that food is a significant source of allergen exposure.

The school will work with its catering provider to ensure that:

- allergen information is accurate and accessible;
- food ingredients are checked;
- allergen information is communicated to relevant staff;
- appropriate procedures are in place to prevent accidental exposure;
- reasonable adjustments are made for pupils with medically diagnosed food allergies;

- changes or substitutions to menus are checked for allergen implications;
- food preparation and service procedures minimise cross-contamination;
- staff understand the difference between allergy requirements and personal food preferences.

Where food is provided by an external caterer, the school will ensure that contractual arrangements clearly establish responsibility for allergy management.

13. Food labelling and Natasha's Law

Where applicable, the school and its catering providers will comply with the Food Information Regulations 2014 and requirements relating to **prepacked for direct sale (PPDS)** food, commonly known as Natasha's Law.

Where PPDS food is provided, appropriate labelling will be used, including the name of the food and a full ingredients list with allergens emphasised as required by law.

The school will not rely solely on verbal information where legally required allergen information must be provided.

14. Managing food brought into school

Parents/carers will be given clear information about the school's arrangements for food brought onto the premises.

Where necessary, the school may introduce additional measures to reduce risk to pupils with severe allergies, taking account of:

- the nature and severity of the allergy;
- medical advice;
- the age of pupils;
- the likelihood of exposure;
- the school's ability to control the risk.

The school recognises that blanket bans on individual allergens may not eliminate risk and will therefore use proportionate, evidence-based risk management.

15. Preventing cross-contamination

Staff will take reasonable precautions to prevent cross-contamination.

Depending on the circumstances, this may include:

- handwashing before and after eating;
- cleaning food preparation and eating surfaces;
- appropriate separation of food;
- appropriate cleaning of utensils and equipment;

- avoiding sharing food;
- appropriate food storage;
- checking ingredient labels;
- ensuring pupils do not consume food intended for another pupil.

Particular care will be taken during practical food technology lessons, science experiments, art activities, cooking activities and other activities involving potential allergens.

16. Educational visits, trips and residential activities

Allergy management must be considered when planning educational visits.

Before a trip, staff will:

- review relevant IHPs;
- identify pupils with allergies;
- assess foreseeable allergy risks;
- ensure pupils' medication and appropriate emergency medication are available;
- ensure staff understand emergency procedures;
- identify appropriate medical facilities where relevant;
- ensure catering arrangements can safely meet allergy requirements;
- consider transport arrangements.

A pupil must not be prevented from participating in an educational visit solely because they have an allergy where reasonable and safe arrangements can be made.

17. Pupil Awareness

We teach our pupils about allergy awareness using resources from Allergy School, Natasha's Foundation's free education programme. These age-appropriate resources help children understand food allergies, recognise the importance of keeping others safe and develop kindness and inclusion towards those living with allergies.

18. Sporting activities and physical education

Allergy arrangements apply during PE, sport, swimming and other physical activities.

Staff supervising these activities will have access to relevant emergency medication and information and will know what action to take in an emergency.

Additional consideration will be given to pupils whose allergies may be affected by exercise or environmental factors.

19. Events, celebrations and parties

Staff and parents/carers will be reminded that food brought into school for celebrations or events can present an allergy risk.

Where food is provided at school events:

- ingredients should be known;
- allergen information should be available where required;
- pupils must not be encouraged to share food;
- known allergy requirements must be considered;
- appropriate supervision must be provided.

20. Visitors, volunteers and temporary staff

Where relevant, visitors, volunteers, agency staff and contractors will be informed of the school's allergy procedures.

Temporary staff will receive sufficient information to ensure that they can respond appropriately to an allergy emergency.

21. Communication with parents and carers

The school will maintain open communication with parents/carers of pupils with allergies.

Parents/carers should inform the school promptly of:

- a new diagnosis;
- changes to known allergens;
- changes to medication;
- changes to emergency treatment;
- a previous allergic reaction;
- changes to the pupil's healthcare plan.

The school will communicate relevant information to parents/carers following significant allergy incidents.

22. Incident and near-miss reporting

All significant allergic reactions, suspected anaphylaxis incidents and relevant near misses will be recorded.

The school will consider:

- what happened;
- when and where it happened;
- the suspected allergen;
- symptoms;
- treatment provided;
- whether medication was available;

- how quickly emergency treatment was provided;
- staff response;
- whether existing controls worked;
- whether any procedures failed;
- whether further action is required.

Serious incidents and near misses will be reviewed to identify lessons and prevent recurrence.

Where appropriate, the school will update:

- the pupil's IHP;
- risk assessments;
- staff training;
- catering procedures;
- supervision arrangements;
- this policy.

23. Risk assessment

The school will undertake appropriate risk assessments for activities and environments where allergy exposure may occur.

Risk assessments will consider:

- the individual pupil;
- the allergen;
- the likelihood of exposure;
- severity of potential reaction;
- control measures;
- emergency arrangements;
- supervision;
- availability of medication;
- activities outside the normal classroom environment.

Risk assessments will be reviewed following incidents, near misses or significant changes.

24. Inclusion and equality

The school will seek to ensure that pupils with allergies can participate fully in school life.

Allergy management arrangements will be proportionate and will not unnecessarily restrict a pupil's:

- education;
- social participation;

- trips;
- clubs;
- sporting activities;
- school events;
- access to food.

The school will consider reasonable adjustments where required.

25. Confidentiality and information sharing

Information about a pupil's medical condition will be handled sensitively and in accordance with applicable data protection requirements.

Information will be shared with staff where necessary to safeguard the pupil and enable appropriate support.

The school will ensure that staff have sufficient information to respond safely to an emergency.

26. Monitoring and review

The Headteacher and Allergy Lead will monitor implementation of this policy.

The policy will be reviewed:

- at least annually;
- following a serious allergic reaction;
- following a significant near miss;
- following a change in legislation;
- following significant changes to DfE guidance;
- where school procedures or catering arrangements change.

The Local Governing Committee will receive appropriate assurance that allergy safety arrangements are effective.

27. Publication

This policy will be:

- approved through the school's governance arrangements;
- made available to staff;
- communicated to relevant pupils and parents/carers;
- published on the school's website;
- made available to relevant external providers where appropriate.

28. Key emergency message for staff

IF ANAPHYLAXIS IS SUSPECTED, ACT IMMEDIATELY.

Do not wait for symptoms to become severe.

- Give adrenaline without delay where appropriate.
- Call **999**.
- State that the pupil is experiencing **anaphylaxis**.
- Follow the pupil's emergency plan/IHP.
- Stay with the pupil.
- Administer further adrenaline in accordance with current guidance/emergency plan where required.
- Inform parents/carers.
- Record and report the incident.