



St Mary's C of E (VA) Primary School

Working together
in an inclusive Christian environment
to allow every pupil to shine brighter and brighter.

St Mary's is an inclusive school where we believe that all people are of equal value, irrespective of their ethnicity, culture, religion, gender, ability or sexual identity. We recognise and respect differences.

Allergy Management Policy

This policy is GDPR compliant.

Date of issue: Significant update February 2026

Last reviewed/adopted: February 2026 (FGB)

Next review date: Spring 2027

Signed: _____

Date: _____

1. Statement of Intent

St Mary's C of E (VA) Primary School is an inclusive Christian community where every child is valued and supported to shine. We are committed to ensuring that pupils with allergies, including those at risk of anaphylaxis, are **safe, included and able to take part fully in school life**.

This policy outlines how the school will prevent allergic reactions where possible, recognise and respond effectively to allergic emergencies, and work in partnership with parents, pupils, staff and healthcare professionals.

This policy is GDPR compliant and should be read alongside the school's **Supporting Pupils with Medical Conditions Policy, Health and Safety Policy** and **Safeguarding Policy**.

2. Scope

This policy applies to:

- All pupils with diagnosed or suspected allergies
 - All school staff (teaching, support, catering and volunteers)
 - All school activities, including lessons, clubs, trips and residential visits
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3. Definitions

- **Allergy:** An immune system reaction to a normally harmless substance (allergen).
- **Anaphylaxis:** A severe, life-threatening systemic allergic reaction requiring immediate emergency treatment.
- **AAI (Adrenaline Auto-Injector):** Emergency medication used to treat anaphylaxis.

Common allergens include (but are not limited to): peanuts, tree nuts, sesame, milk, egg, fish, insect venom, latex, pollen and animal dander.

4. Roles and Responsibilities

Governing Body

- Ensures appropriate policies are in place and reviewed.
- Ensures the school meets statutory duties for pupils

with medical conditions.

Headteacher

- Ensures this policy is implemented consistently.
- Ensures staff receive appropriate training.

Designated Allergy Leads

- Coordinate allergy management and training.
- Maintain records of pupils with allergies and prescribed AAls.
- Ensure Allergy Action Plans are up to date.
- Check medication expiry dates termly (monthly for spare AAls).

Parents/Carers

- Inform the school of allergies on admission or diagnosis.
- Provide a **completed and healthcare-professional-signed Allergy Action Plan** (BSACI format preferred).
- Supply **in-date medication** (usually two AAls).
- Inform the school promptly of any changes.

Staff

- Complete annual anaphylaxis training.
- Know which pupils in their care have allergies.
- Supervise food-related activities carefully.
- Act immediately in an emergency.

Pupils

- Where age-appropriate, understand their allergy and symptoms.
- Inform an adult immediately if they feel unwell.
- Carry their medication when trained and assessed as ready.

5. Allergy Action Plans

- Every pupil with an allergy must have an **Allergy Action Plan**, which functions as their Individual Healthcare Plan.
- Plans must include:
 - Identified allergens
 - Signs and symptoms

- Emergency treatment instructions
- Consent to administer medication (including spare AAI's)
- Plans are stored with medication and shared with relevant staff.

6. Emergency Management of Anaphylaxis

Recognising Anaphylaxis

Symptoms may include:

- Breathing difficulties, wheeze, throat tightness
- Swelling of lips, tongue or face
- Collapse or loss of consciousness
- Persistent cough, dizziness, vomiting
- Rapid progression of symptoms

Emergency Action

1. Stay with the child – **do not leave unattended**
2. Call for help
3. Administer adrenaline **without delay**
4. Call **999** and state “*anaphylaxis*”
5. Lie the child flat (or sit up if breathing is difficult)
6. If no improvement after 5 minutes, give a second AAI
7. Contact parents/carers
8. The child must be taken to hospital for observation

7. Medication Supply, Storage and Disposal

- Pupils are normally prescribed **two AAI's of the same type**.
- Older pupils may carry their own medication if appropriate.
- Younger pupils' medication is stored:
 - Clearly labelled with name
 - Easily accessible and **never locked away**
- Medication kits may include:
 - AAI's
 - Allergy Action Plan
 - Antihistamine (if prescribed)
 - Asthma inhaler (if relevant)

AAI's are stored at room temperature and disposed of safely as sharps after use.

8. Spare Adrenaline Auto-Injectors

- The school holds **spare AAls** for emergency use.
 - Stored in the **Staff Room**, clearly labelled and accessible.
 - Checked monthly by the designated allergy lead.
 - Used in line with Department of Health guidance and parental consent within the Allergy Action Plan.
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9. Staff Training

- All staff receive annual anaphylaxis awareness training.
 - New staff are trained as soon as possible.
 - Training includes:
 - Recognising allergic reactions
 - Administering AAls
 - Allergen avoidance and risk reduction
 - Use of trainer devices
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10. Catering and Food Management

- Catering staff comply with **Food Information Regulations 2014**.
 - All allergens are clearly identified on menus.
 - Systems are in place to identify pupils with allergies.
 - Parents are encouraged to meet with catering staff.
 - Food sharing is discouraged.
 - Foods containing nuts are discouraged from being brought into school.
 - Food used in lessons, events or celebrations is risk assessed.
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11. School Trips and Activities

- All trips are risk assessed with allergies considered.
- Pupils must bring required medication to attend.

- Staff leading trips carry emergency supplies and are trained.
 - Overnight trips require advance planning and parental meetings.
 - Pupils with allergies are included wherever safely possible.
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12. Inclusion, Safeguarding and Bullying

- Pupils with allergies will not be excluded or stigmatised.
 - Allergy-related bullying is treated seriously under the Relationship and Positive Behaviour Policy.
 - The school promotes whole-school allergy awareness.
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13. Risk Assessment

- Individual allergy risk assessments are completed:
 - On admission
 - Following diagnosis
 - When circumstances change
 - Risk assessments cover curriculum activities, trips and extracurricular events.
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14. Monitoring and Review

This policy is reviewed annually or sooner if required by changes in legislation or school practice.