



Comprehensive Pupil Allergy and Anaphylaxis Policy

(Benedict's Law Compliant)

Progression 2 Work

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1. Policy Statement

Progression 2 Work is committed to providing a safe, inclusive and supportive learning environment for all pupils with diagnosed or suspected allergies.

We recognise that pupils may have complex medical, sensory, communication and learning needs that increase their vulnerability to allergic reactions. We therefore adopt a whole-school approach to allergy awareness, prevention, risk management, emergency response and inclusion.

This policy applies to:

- All pupils
- Staff
- Governors/Proprietors
- Volunteers
- Contractors
- Visitors
- School transport providers
- Educational visit providers

- The school recognises that anaphylaxis is a potentially life-threatening medical condition requiring immediate treatment.

This policy will be reviewed annually or sooner if:

- Legislation changes.
- DfE guidance changes.
- Benedict's Law requirements change.
- A serious incident occurs.

2. Legislation and guidance

This policy is based on the Department for Education (DfE)'s guidance on [allergies in schools](#) and [supporting pupils with medical conditions at school](#), the Department of Health and Social Care's guidance on [using emergency adrenaline auto-injectors in schools](#), and the following legislation:

- Children and Families Act 2014
- Equality Act 2010
- Health and Safety at Work etc. Act 1974
- Food Information Regulations 2014
- Food Information (Amendment) (England) Regulations 2019
- Supporting Pupils at School with Medical Conditions (DfE)
- Emergency Adrenaline Auto-Injectors in Schools Guidance
- School Food Standards
- Benedict's Law and associated DfE allergy guidance

3. Aims

The aims of this policy are to:

- Set out our school's approach to allergy management, including reducing the risk of exposure and the procedures in place in case of allergic reaction
- Make clear how our school supports pupils with allergies to ensure their wellbeing and inclusion
- Protect pupils from exposure to known allergens wherever reasonably practicable.
- Establish robust systems for identifying and managing allergies.
- Ensure all pupils can participate fully in school life.
- Promote allergy awareness throughout the school community.
- Ensure all staff can recognise and respond appropriately to allergic reactions and anaphylaxis.
- Meet all statutory requirements relating to allergy management.

- Maintain effective communication between school, families and healthcare professionals.
 - Support pupils' emotional wellbeing and reduce anxiety associated with allergy management.
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4. Roles and Responsibilities

We take a whole-school approach to allergy awareness.

4.1 Directors

The Directors will:

- Ensure compliance with legislation.
- Review the policy annually.
- Monitor allergy incidents and trends.
- Ensure adequate resources and training.
- Receive reports on serious incidents and lessons learned.

4.2 Executive Headteacher/Head of School

The Executive Headteacher/Head of school will:

- Ensure effective implementation of this policy.
- Nominate a Designated Allergy Lead.
- Ensure appropriate training is provided.
- Ensure emergency procedures remain effective.
- Report serious incidents where appropriate.

4.3 Designated Allergy Lead

The nominated allergy lead is Sara Jenkins.

They're responsible for:

- Promote allergy awareness across the school.
- Maintain the allergy register.
- Ensure Individual Healthcare Plans (IHPs) are in place.
- Ensure Allergy Action Plans are available.
- Coordinate staff training.
- Maintain emergency medication stocks.
- Monitor incident reports and near misses.
- Liaise with families and healthcare professionals.
- Review policy effectiveness.

4.4 School Nurse / Medical Officer (if applicable)

Responsible for:

- Coordinating medical documentation.
- Managing medication records.
- Checking expiry dates of prescribed medication and spare AAls.
- Supporting reviews of healthcare plans.

4.5 Teaching & Support Staff

All staff must:

- Read and understand this policy.
- Complete allergy training.
- Follow healthcare plans.
- Recognise symptoms of allergic reactions.
- Understand emergency procedures.
- Know the location of emergency medication.
- Consider allergens when planning activities.
- Report all incidents and concerns promptly.

4.6 Parents and Carers

Parents/carers must:

- Notify the school of allergies.
- Provide medical evidence when requested.
- Supply prescribed medication.
- Provide two in-date AAls where prescribed.
- Update the school regarding changes.
- Attend reviews of healthcare plans.
- Follow school guidance regarding food brought into school.

4.7 Pupils with Allergies

- Where developmentally appropriate, pupils will:
 - Learn about their allergies.
 - Avoid sharing food.
 - Report symptoms immediately.
 - Carry AAls where agreed.
 - Support allergy-safe practices.
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5. Identification and Healthcare Planning

The school will gather allergy information:

- On admission.
 - At annual review.
 - Following any diagnosis or change in condition.
 - For pupils at risk of anaphylaxis, the school will maintain:
 - Individual Healthcare Plan (IHP)
 - Allergy Action Plan
 - Photograph (with consent)
 - Emergency contacts
 - Medication consent forms
 - A central allergy register will record:
 - Allergens
 - Known triggers
 - Prescribed medication
 - AAI type and dosage
 - Consent for emergency AAI use
 - The register will be readily accessible to relevant staff.
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6. Assessing Risk

Individual risk assessments will be completed where appropriate, including:

- Food technology lessons
- Science activities
- Cooking and baking activities
- Sensory sessions
- School trips
- Residential visits
- Work experience placements
- Community access activities
- Animal encounters
- Visitors with assistance dogs

Additional considerations for pupils with SEND include:

- Sensory-seeking behaviours
- Pica or mouthing behaviours
- Communication challenges

- Ability to recognise and report symptoms
 - Understanding of food safety practices
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7. Managing Allergy Risks

7.1 Hygiene Procedures

The school will:

- Promote handwashing before and after eating.
- Maintain robust cleaning procedures.
- Supervise eating where required.
- Prohibit food sharing.
- Encourage individual water bottles.

7.2 Catering Arrangements

The school will:

- Work closely with catering providers.
- Maintain accurate allergen information.
- Clearly identify ingredients where appropriate.
- Ensure menus accommodate dietary requirements.
- Minimise risk of cross-contamination.
- Catering staff will receive allergy awareness training.

7.3 Food Restrictions

We acknowledge that it is impractical to enforce an allergen-free school. However, we would like to encourage pupils and staff to avoid certain high-risk foods to reduce the chances of someone experiencing a reaction. These foods include:

- Risk-reduction measures may include restrictions on:
 - Packaged nuts
 - Nut-containing snack bars
 - Nut spreads
 - Sesame-containing products
 - Foods identified through individual risk assessment
 - Restrictions will be proportionate and based on assessed need.

If a pupil brings these foods into school, they may be asked to eat them away from others to minimise the risk, or the food may be confiscated.

7.4 Insect Sting Management

When outdoors:

- Appropriate footwear should be worn.
- Food and drinks should be covered.
- Staff should monitor known risk areas.

7.5 Animals – on and off school Premises

Before the visit:

- A risk assessment will be undertaken.
- Relevant pupils' needs will be considered.

Precautions during the visit include:

- Handwashing after contact.
- Separation of allergic pupils where required.
- Enhanced cleaning procedures.

7.6 Mental Health and Wellbeing

The school recognises that allergies may contribute to:

- Anxiety
- Social isolation
- Bullying
- Reduced participation
- The school will provide:
- Pastoral support
- Regular wellbeing check-ins
- Anti-bullying interventions
- Inclusive participation planning

8. Educational Visits and Off-Site Activities

For events, including ones that take place outside of the school, and school trips, no pupils with allergies will be excluded from taking part. The school will plan accordingly for all events and school trips and arrange for the staff members involved to be aware of pupils' allergies and to have received adequate training. Appropriate measures will be taken in line with the schools AAI protocols for off-site events and school trips (see section 10.6).

Before visits:

- Risk assessments will be completed.
- Allergy information will be reviewed.
- Medication availability will be checked.

- Emergency arrangements confirmed.
 - Staff responsibilities allocated.
 - Healthcare plans and medication will accompany pupils.
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9. Procedures for Handling an Allergic Reaction

9.1 Register of pupils with AAls

The school maintains a register of pupils who have been prescribed AAls or where a doctor has provided a written plan recommending AAls to be used in the event of anaphylaxis. The register includes:

- Known allergens and risk factors for anaphylaxis
- Whether a pupil has been prescribed AAl(s) (and if so, what type and dose)
- Where a pupil has been prescribed an AAl, whether parental consent has been given for use of the spare AAl, which may be different to the personal AAl prescribed for the pupil
- Where parental consent has been given, a photograph of each pupil to allow a visual check to be made

The register is kept in the Administration Office, Kitchen, Reception and The Medical Room and can be checked quickly by any member of staff as part of initiating an emergency response

9.2 Recognising the signs of an allergic reaction

Mild to Moderate Symptoms- May include:

- Rash or hives
- Itching
- Redness
- Swelling
- Abdominal pain
- Nausea
- Sneezing
- Itchy eyes

Severe Symptoms (Anaphylaxis)

May include:

- Difficulty breathing
- Wheezing
- Persistent cough
- Throat swelling

- Tongue swelling
- Hoarse voice
- Difficulty swallowing
- Sudden drowsiness
- Collapse
- Loss of consciousness

Anaphylaxis is **always** treated as a medical emergency.

9.3 Emergency Response Procedure

If anaphylaxis is suspected:

- Immediate Action
- Administer the pupil's AAI immediately.
- If unavailable, administer the school's emergency AAI if permitted.
- Call 999 and state:
- "Anaphylaxis – adrenaline administered."
- Contact parents/carers.
- Monitor the pupil continuously.
- Administer a second AAI after 5 minutes if symptoms persist and medical advice indicates.
- Send used AAI with ambulance staff.
- Ensure hospital assessment even if symptoms improve.
- The pupil must never be left unattended.

If symptoms are mild:

- Monitor the pupil.
- Follow their Allergy Action Plan.
- Inform parents/carers.
- Escalate immediately if symptoms worsen.

10. Adrenaline Auto-Injectors (AAIs)

10.1 Purchasing of spare AAIs

The allergy lead is responsible for buying AAIs and ensuring they are stored according to the guidance. AAIs will be brought on a subscription service from Kitt Medical, the service is contracted for a period of 5 years

10.2 Provision

The school will maintain:

- 2x 150 mcg Adrenaline Auto-Injector and 2x 300 mcg Adrenaline Auto-Injector
- Appropriate age-related dosages

10.3 Storage

AAIs will:

- Be stored at room temperature.
- Be protected from direct sunlight.
- Remain clearly labelled.
- Be readily accessible.
- Not be locked away.
- Be available within five minutes of need.
- Larger sites will maintain multiple locations if required.

10.4 Maintenance

- The Allergy Lead and a nominated deputy will:
- Perform monthly checks.
- Monitor expiry dates.
- Replace stock when required.
- Maintain inspection records.

10.5 Disposal

Used AAIs will be disposed of in accordance with manufacturer instructions and local healthcare waste procedures.

10.6 Off-Site Activities

For off-site visits:

- Prescribed AAIs accompany pupils.
- Spare school AAIs accompany visits where risk assessment requires.
- Trained staff carry emergency equipment.

10.7 Emergency Anaphylaxis Kit

The kit will contain:

- Spare AAIs
- Instructions for use
- Pupil allergy register
- Emergency contacts

- Healthcare plans
 - Incident forms
 - Stock check records
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12. Training

The school is committed to training all staff in allergy response. This includes:

- Understanding allergies
- Risk reduction
- Food allergen awareness
- Recognising allergic reactions
- Recognising anaphylaxis
- Emergency procedures
- AAI administration
- Incident reporting
- Inclusion and wellbeing
- Training will:
 - Be delivered at induction.
 - Be refreshed at the start of each academic year.
 - Be updated following incidents or changes in guidance.

13. Recording, Monitoring and Review

The school will record:

- Allergic reactions
 - Anaphylaxis incidents
 - AAI administration
 - Near misses
 - Parent concerns
 - Training records
 - Following any serious incident, a review will identify:
 - Lessons learned
 - Required procedural changes
 - Additional staff training needs
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Linked Policies

Supporting Pupils with Medical Conditions

First Aid Policy

Health and Safety Policy

Safeguarding Policy

Risk Assessment Policy

SEND Policy