



**CHANTRY
COMMUNITY**
PRIMARY SCHOOL

Allergy Management & Allergy Safety Policy

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A **Beyond** ACADEMY
SCHOOLS TRUST

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Mission Statement

At our school, we are committed to providing a safe, inclusive, and supportive environment for all pupils, including those with allergies and medical conditions. We recognise that allergies can be life-threatening and take a proactive approach to prevention, awareness, and emergency response. Through effective partnership with parents, healthcare professionals, staff, governors, and pupils, we aim to minimise risks and promote understanding across our school community. We are dedicated to ensuring that all staff are appropriately trained, individual needs are respected, and robust procedures are in place so that every child can participate fully, confidently, and safely in all aspects of school life.

Purpose

At Chantry Community Primary School, we are committed to safeguarding the health, safety, wellbeing and inclusion of all pupils, staff, volunteers and visitors who have allergies.

We recognise that allergies can significantly affect a child's health, emotional wellbeing, attendance, confidence and ability to participate fully in school life. We are committed to creating an allergy-aware environment where pupils with allergies feel safe, supported and included.

This policy establishes procedures for identifying, managing and reducing allergy risks, whilst ensuring a rapid and effective response to allergic reactions and anaphylaxis.

The school acknowledges that no environment can be guaranteed to be entirely allergen-free; however, every reasonable step will be taken to minimise risk and protect members of our school community.

Scope

This policy applies to:

- All pupils.
- All school staff.
- Governors.
- Volunteers.
- Contractors and external providers.
- Visitors to the school.
- Before and after-school clubs.
- Educational visits and residential trips.
- School catering and food-related activities.



Legal and Regulatory Framework

This policy should be read alongside:

- Keeping Children Safe in Education (KCSIE) 2026.
- Benedict's Law and associated allergy guidance.
- Supporting Pupils with Medical Conditions at School.
- Equality Act 2010.
- Children and Families Act 2014.
- Health and Safety at Work Act 1974.
- SEND Code of Practice.
- Food Information Regulations.
- Department for Education guidance on the use of Adrenaline Auto-Injectors (AAIs) in schools.

Policy Principles

Chantry Community Primary School is committed to:

- Creating an allergy-aware environment.
- Promoting inclusion and equal access for pupils with allergies.
- Preventing exposure to known allergens where possible.
- Supporting pupils' physical and emotional wellbeing.
- Ensuring staff understand allergy management responsibilities.
- Maintaining effective emergency response procedures.
- Ensuring staff receive appropriate training.
- Learning from incidents and near misses.
- Working in partnership with parents, carers and healthcare professionals.

Roles and Responsibilities

Headteacher

The Headteacher will:

- Ensure implementation of this policy.
- Ensure appropriate staffing, training and resources.
- Monitor compliance with allergy management procedures.
- Ensure appropriate risk assessments are completed.



School Allergy Lead

The designated School Allergy Lead is Ashleigh Watson; Responsibilities include:

- Oversight of allergy management throughout the school.
- Maintaining allergy records.
- Coordinating staff training.
- Reviewing healthcare plans.
- Monitoring medication storage.
- Reviewing incidents and near misses.
- Liaising with families and healthcare professionals.
- Reporting to governors.

Link Governor for Allergy Management

The designated Governor is: Harmony Norman; Responsibilities include:

- Providing oversight and challenge.
- Monitoring compliance with this policy.
- Reviewing allergy-related incidents.
- Supporting annual policy review.
- Reporting to the Governing Body.

Staff

All staff must:

- Attend required training.
- Know which pupils have allergies.
- Understand emergency procedures.
- Follow Individual Healthcare Plans.
- Report concerns, incidents and near misses.
- Promote inclusion and safety.

Parents and Carers

Parents and carers are responsible for:

- Informing the school of allergies and medical conditions.
- Providing up-to-date medical information.
- Supplying prescribed medication where required.



- Ensuring medication remains within expiry dates.
- Informing the school of any changes in medical advice.

Identification and Recording of Allergies

The school will maintain an accurate register of pupils diagnosed with allergies. Information will be gathered through:

- Admission forms.
- Medical information updates.
- Healthcare professional documentation.
- Parent/carer communication.

The school will ensure that staff have appropriate access to relevant allergy information whilst maintaining confidentiality.

Individual Healthcare Plans (IHPs)

All pupils with significant allergies will have an Individual Healthcare Plan. Plans will include:

- Confirmed allergens.
- Symptoms and warning signs.
- Required medication.
- Emergency response procedures.
- Contact details.
- Educational visit considerations.
- Reasonable adjustments required.

Plans will be reviewed:

- Annually.
- Following any allergic reaction.
- Following changes in medical advice.
- At transition points.

Allergy Action Plans

Where provided by healthcare professionals, Allergy Action Plans will be stored:

- In the school office.
- Within the pupil's classroom.



- With emergency medication where appropriate.
- In educational visit documentation.

Relevant staff will have access to these plans at all times.

Adrenaline Auto-Injectors (AAIs)

The school will:

- Hold prescribed AAIs for individual pupils.
- Maintain spare AAIs on site in accordance with national guidance.
- Ensure medication is easily accessible during the school day.
- Monitor expiry dates regularly.
- Replace medication promptly when required.

AAIs must never be locked away if this could delay emergency treatment.

Emergency Procedures

If a pupil displays symptoms of anaphylaxis:

1. Follow the pupil's Allergy Action Plan.
2. Administer the Adrenaline Auto-Injector immediately.
3. Call 999 and request an ambulance, stating "anaphylaxis."
4. Contact parents/carers.
5. Closely monitor the pupil until emergency services arrive.
6. Administer a second AAI if advised or required by medical guidance.
7. Record and report the incident.

A pupil who receives an AAI must always be taken to hospital for further assessment.

Staff Training

All staff will receive annual training covering:

- Allergy awareness.
- Common allergens.
- Recognition of allergic reactions.
- Recognition of anaphylaxis.
- Use of adrenaline auto-injectors.
- Emergency response procedures.

Training will also form part of staff induction.

Records of training will be maintained by the school.



Food Management and Catering

The school will work closely with catering providers to promote allergen safety.

This includes:

- Clear allergen information.
- Safe preparation procedures.
- Cross-contamination controls.
- Communication between kitchen staff and school staff.
- Review of food-related risks.

The school does not operate as a completely nut-free environment as this cannot be guaranteed. However, reasonable precautions will be taken where pupils have specific allergies.

Classroom Activities

Staff will consider allergy risks during:

- Cooking activities.
- Science investigations.
- Art and craft activities.
- Sensory play.
- Food tasting activities.
- Celebrations and events.

Alternative materials will be provided where necessary to ensure inclusion and safety.

Educational Visits and Off-Site Activities

Pupils with allergies will be fully included in educational visits whenever reasonably practicable.

Prior to visits:

- Risk assessments will be completed.
- Healthcare plans will be reviewed.
- Emergency medication will accompany the pupil.
- Supervising staff will be briefed.
- Emergency procedures will be confirmed.

No pupil will be excluded solely because they have an allergy.



Inclusion and Wellbeing

The school recognises that allergies can affect:

- Confidence.
- Independence.
- Friendships.
- Emotional wellbeing.
- School attendance.

Staff will actively promote inclusion and ensure pupils with allergies are able to participate safely in:

- School trips.
- Residential visits.
- Clubs.
- Sporting activities.
- School events.
- Dining opportunities.

Bullying and Safeguarding

Any form of:

- Allergy-related bullying,
- Deliberate allergen exposure,
- Threats involving allergens,
- Teasing relating to allergies,

will be treated as a safeguarding concern and managed in accordance with the school's Behaviour Policy and Child Protection and Safeguarding Policy.



Risk Management

The school will consider allergy risks within:

- Catering provision.
- School events.
- PTA activities.
- Educational visits.
- Contractors and visitors.
- Practical curriculum activities.
- Wraparound care provision.

Significant risks will be included within the school's risk management systems.

*The school is not responsible for outside organisations who hire or use our school premises. Such as HAF or sports programmes delivered by external providers.

Incident and Near Miss Reporting

The school will maintain records of:

- Allergic reactions.
- Anaphylaxis incidents.
- Medication administration.
- Near misses.
- Safeguarding concerns related to allergies.

Following incidents the school will:

- Conduct a review.
- Identify lessons learned.
- Update healthcare plans.
- Amend risk assessments where required.
- Inform governors where appropriate.



Monitoring and Review

The effectiveness of this policy will be reviewed through:

- Annual policy review.
- Monitoring of incidents and near misses.
- Staff training records.
- Governor monitoring activities.
- Health and safety audits.

The policy will be reviewed annually or sooner if legislation or guidance changes.



Statement of Equality

We have carefully considered and analysed the impact of this policy on equality and the possible implications for pupils with protected characteristics, as part of our commitment to meet the Public Sector Equality Duty (PSED) requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.

Equality Impact Assessment

Who is the policy or process intended for?	Pupils	Employees	Govs/ Trustees	Volunteers	Visitors
	☒	☒	☒	☒	☒
Status of the policy or process:	New policy or process			Existing policy or process	
	☐			☒	
Analysis					
Protected Characteristic	Impact analysis			Explanation of impact analysis	
	Positive	Neutral	Negative		
Age:	☐	☒	☐		
Disability:	☐	☒	☐		
Sex:	☐	☒	☐		
Gender reassignment:	☐	☒	☐		
Race:	☐	☒	☐		
Religion or belief:	☐	☒	☐		
Sexual orientation:	☐	☒	☐		
Marriage or civil partnership:	☐	☒	☐		
Pregnancy and maternity:	☐	☒	☐		
Pupil groups (PP/SEN/CLA):	☐	☒	☐		
Evaluation and decision making					
Summary of action taken:					
Final decision:					