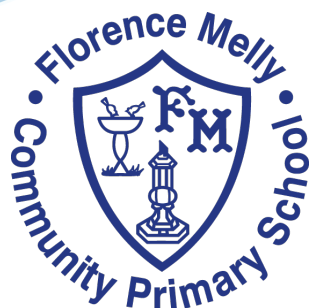


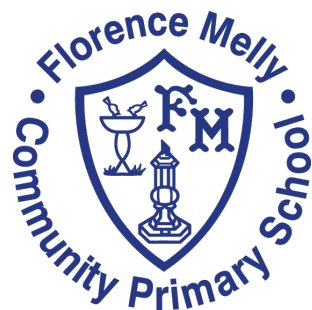


Florence Melly Community Primary School

Allergy Safety Policy

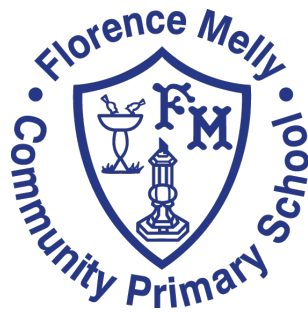
Policy Title:	Allergy Safety Policy		Date written:	April 2026
Written by:	Aaron Leach (Headteacher)		New or revised policy:	Revised (Version 2)
Implementation	Date of ratification:	Date presented to staff:	Date of renewal:	
	October 2026	September 2026	September 2027	





Policy Version Control

Date of Update	Overview of changes made	Version
September 2026	Updated to reflect: Statutory guidance - Allergy safety in schools Statutory guidance about the support that pupils with allergies must receive in schools, released on 6th July 2026: https://www.gov.uk/government/publications/allergy-safety-in-schools	V2



Allergy Safety Policy

September 2026

1. Introduction

Florence Melly Community Primary School is committed to providing a safe, inclusive and welcoming environment for all pupils, staff, volunteers and visitors with allergies. In line with Benedict's Law and the Department for Education's *Allergy Safety in Schools* statutory guidance (July 2026), we recognise that allergies can be serious, life-threatening medical conditions that require proactive management, appropriate support and effective emergency response arrangements.

An allergy occurs when the body's immune system reacts to a normally harmless substance (allergen). Allergy is a spectrum of conditions and may include food allergy, insect venom allergy, medication allergy, eczema, asthma and hay fever. Some reactions can progress rapidly to anaphylaxis, a medical emergency requiring immediate treatment with adrenaline.

Anaphylaxis can develop within minutes of exposure to an allergen and may occur without a visible skin rash. Delays in administering adrenaline increase the risk of a severe outcome. All suspected cases of anaphylaxis therefore require an immediate emergency response.

The school recognises that severe allergies may constitute a disability under the Equality Act 2010 and will make reasonable adjustments to ensure pupils with allergies can access all aspects of school life safely and without discrimination.

2. Purpose of This Policy

This standalone Allergy Safety Policy sets out how Florence Melly Community Primary School ensures the safety, inclusion and wellbeing of pupils with allergies, including severe, life-threatening allergies (anaphylaxis).

This policy has been developed in accordance with the Department for Education's Allergy Safety in Schools Statutory Guidance (July 2026) and supports the requirements introduced through Benedict's Law.

This policy supplements the school's Medical Policy and should be read alongside it.

The purpose of this policy is to:

- Minimise the risk of allergic reactions occurring in school.
- Ensure effective procedures are in place to prevent exposure to known allergens.
- Ensure all staff understand their responsibilities regarding allergy management.
- Promote inclusion, wellbeing and equal access for pupils with allergies.
- Provide a clear and effective response to allergic reactions and anaphylaxis.
- Ensure compliance with statutory guidance and legal responsibilities.

3. Statutory Framework

This policy is informed by:

- Children and Families Act 2014 (Section 100) - duty to support pupils with medical conditions
- Children Act 1989
- Education Act 2002
- Equality Act 2010
- Health and Safety at Work etc. Act 1974
- Supporting Pupils at School with Medical Conditions
- Allergy Safety in Schools Statutory Guidance (July 2026)
- Human Medicines (Amendment) Regulations 2017
- SEND Code of Practice
- Keeping Children Safe in Education
- Early Years Foundation Stage Framework (where applicable)

3.1 Leadership Responsibility

The Headteacher is the designated senior leader responsible for allergy safety at Florence Melly Community Primary School. They are supported by the school's Inclusion Lead and Designated Safeguarding Lead.

The designated leader will:

- Oversee implementation of this policy.
- Ensure compliance with statutory allergy guidance.
- Monitor allergy incidents and near misses.
- Ensure staff training is completed and recorded.
- Review allergy management arrangements regularly.
- Report significant allergy matters to governors where appropriate.

4. Core Principles

Florence Melly Community Primary School operates according to the following principles:

- No pupil should be placed at unnecessary risk because of an allergy.
- Allergy safety is a whole-school responsibility.
- Allergies are managed proactively rather than reactively.
- Pupils with allergies are entitled to full participation in all aspects of school life.
- Risk-reduction measures must be proportionate, evidence-based and person-centred.
- Whole-school awareness is essential to promoting safety and inclusion.
- Emergency treatment for anaphylaxis takes priority over all other actions.

5. Whole-School Allergy Awareness

The school adopts a whole-school approach to allergy awareness.

This includes:

- Annual pupil allergy awareness activities.
- Age-appropriate learning through PSHE and assemblies.
- Staff awareness of the signs and symptoms of allergic reactions.
- Promotion of understanding, inclusion and respect.
- Clear messaging regarding food sharing and allergen safety.

- Communication with visitors, volunteers, temporary staff and external providers regarding allergy arrangements where appropriate.

Our school recognises that allergy-related bullying, teasing, discrimination or exclusion is unacceptable and will be addressed in accordance with the Behaviour Policy and Anti-Bullying Policy.

6. Identification of Individuals with Allergies

6.1 Pupils

Parents/carers must provide allergy information:

- During admission.
- Through annual data collection processes.
- Whenever medical needs change.

Information will be recorded within:

- The school's Medical Register.
- Individual Healthcare Plans (IHPs) - see appendix 1 for an example.
- Relevant risk assessments.
- Catering records where appropriate.

6.2 Staff

Staff are given the opportunity to disclose allergies during recruitment and employment processes. Appropriate support measures and risk assessments will be implemented where required.

6.3 Visitors and Volunteers

Regular volunteers and visitors will be encouraged to disclose significant allergies where emergency support may be required whilst on site. Appropriate arrangements will be implemented where necessary.

6.4 Information Sharing

Relevant allergy information will be shared on a need-to-know basis with staff, catering teams and other professionals while maintaining data protection requirements and respecting confidentiality.

7. Individual Healthcare Plans (IHPs)

Pupils with allergies requiring active management will have an Individual Healthcare Plan (see appendix 1).

IHPs will include:

- Known allergens.
- Signs and symptoms of mild and severe reactions.
- Emergency procedures.
- Medication requirements.
- Adrenaline Auto-Injector (AAI) arrangements.
- Photographs of the pupil.
- Risk-reduction measures.
- Staff responsibilities.
- Educational visit arrangements.

- Copies of allergy and asthma action plans (developed by a medical professional and shared with school), where applicable.

IHPs will be reviewed:

- At least annually.
- Following any allergic reaction.
- Following a near miss.
- Following a change in diagnosis or medication.
- During periods of transition between settings.

8. Whole-School Allergy Risk Assessment

The school maintains a whole-school allergy risk assessment process designed to minimise the risk of exposure to known allergens.

Risk assessments will consider:

- Curriculum activities.
- Food preparation activities.
- Science and art resources.
- Educational visits.
- Sporting activities.
- Breakfast clubs and after-school provision.
- Catering arrangements.
- Food brought in from home.
- Airborne and contact allergens.
- Non-food allergens such as latex and animal exposure.

The school does not rely on blanket food bans as the sole means of managing allergies. Decisions regarding restrictions will be based upon individual risk assessment and medical advice where appropriate.

9. Medication Management

9.1 Adrenaline Auto-Injectors (AAIs)

Where prescribed, pupils should have access to two in-date AAIs.

The school maintains emergency AAIs in line with current legislation. These are provided through an SLA with Kitt Medical (<https://kittmedical.com/for-schools>).

Emergency AAIs are:

- Stored in clearly labelled Emergency Anaphylaxis Kits (located in the main school office).
- Accessible from all parts of the school site within five minutes.
- Stored at room temperature.
- Protected from excessive heat, sunlight and refrigeration.
- Stored separately from individual medication.

AAIs will be checked monthly by the designated lead to ensure they:

- Remain in date.
- Are fit for use.
- Are replaced before expiry.

9.2 Antihistamines

Antihistamines will be stored and administered in accordance with medical advice, healthcare plans and school medicine procedures.

9.3 Disposal

Used AAIs will be disposed of through agreed sharps procedures or transferred to attending paramedics where appropriate. Expired medication will be returned to a pharmacy for safe disposal.

10. Food Provision and Catering

The school works closely with its catering provider, Chartwells, to ensure safe food provision.

Arrangements include:

- Maintenance of accurate allergy records (clearly displayed in the kitchen, staffroom and main school office).
- Sharing relevant pupil allergy information with catering staff.
- Availability of allergen information.
- Procedures to minimise cross-contamination.
- Appropriate staff training.
- Identification procedures at meal service (colour coded red and yellow lanyards for allergens and dietary requirements respectively).
- Verification checks to ensure correct meals are supplied.
- Support for pupils entitled to Free School Meals.
- Safe management of food served during clubs and extracurricular provision.

All food used within the curriculum or provided during school events will be appropriately labelled and risk assessed where necessary.

Pupils must not share food, drinks, containers or eating utensils.

11. Classrooms, Activities and Celebrations

The school will:

- Avoid unnecessary use of known allergens.
- Consider allergy risks in curriculum planning.
- Review materials used in practical lessons.
- Inform parents of relevant food-based activities where appropriate.
- Ensure celebrations and rewards are planned inclusively.
- Manage food brought into school appropriately, in accordance with the school's 'Food in School' policy.

We are a nut-free school, promoted through the school's 'Food in School' policy.

12. Educational Visits and Sporting Activities

Pupils with allergies are entitled to participate fully in educational visits, residential trips, clubs and sporting events.

Risk assessments will specifically address:

- Known allergens.
- Emergency medication.
- Catering arrangements.
- Emergency services access.
- Staff competence.
- Storage and accessibility of medication.

At least one accompanying member of staff will be trained in the recognition and treatment of anaphylaxis.

13. Emergency Response

Mild to Moderate Allergic Reaction

Staff will:

- Follow the pupil's healthcare plan.
- Administer prescribed medication where appropriate.
- Monitor closely.
- Inform parents/carers.
- Record the incident on CPOMS.

Suspected Anaphylaxis

If anaphylaxis is suspected:

- Remain with the pupil and call for help.
- Lay the pupil flat and raise their legs where possible.
- Administer adrenaline immediately.
- Call 999 and state "ANAPHYLAXIS".
- Note the time adrenaline was administered.
- Administer a second AAI after five minutes if symptoms persist.
- Commence CPR if there are no signs of life.
- Inform parents/carers as soon as possible.
- Ensure the pupil attends hospital even if symptoms improve.

The pupil should not be left unattended and emergency medication should be brought to the pupil wherever possible.

Where there is uncertainty between severe asthma symptoms and anaphylaxis, adrenaline should be administered first.

14. Training and Emergency Preparedness

All staff who may work with pupils will receive annual allergy awareness and emergency response training.

Training will include:

- Allergy awareness.
- Risk reduction.
- Recognition of allergic reactions.
- Recognition of anaphylaxis.
- Use of AAI's.
- Asthma and allergy links.
- Allergy action plans.

- Near-miss reporting.
- Food allergen management.
- Wellbeing considerations.

Allergy awareness forms part of induction for:

- New staff.
- Supply staff.
- Agency staff.
- Regular volunteers.

The school will conduct an annual anaphylaxis emergency practice exercise and use the findings to improve procedures where required.

15. Recording, Reporting and Learning from Incidents

All allergic reactions, medication errors, near misses and concerns will be recorded.

The school adopts a no-blame learning approach and will:

- Investigate incidents thoroughly.
- Involve staff and parents where appropriate.
- Identify lessons learned.
- Update IHPs and risk assessments.
- Monitor patterns and trends.
- Report relevant matters to governors.

Where unsafe food provision may have contributed to an incident, appropriate external reporting will be undertaken where required.

16. Wellbeing and Inclusion

The school recognises that allergies can impact emotional wellbeing, confidence and participation.

To promote inclusion we will:

- Encourage pupil voice.
- Promote allergy awareness.
- Plan events inclusively.
- Work closely with families.
- Provide reassurance and support.
- Address allergy-related bullying immediately.

17. Safeguarding Considerations

The school recognises that allergy management may present safeguarding concerns where:

- Important medical information is withheld.
- Essential medication is repeatedly not provided.
- A child is repeatedly placed at avoidable risk.
- Medical needs are neglected.

Where concerns meet safeguarding thresholds, normal safeguarding procedures will be followed and referrals made where appropriate.

18. Transition Arrangements

When pupils transfer into, out of, or within the school:

- Allergy information will be shared appropriately.
- Existing healthcare documentation will be reviewed.
- New IHPs will be developed as required.
- Relevant staff will be briefed before transition takes place.

19.Roles and Responsibilities

Governing Body

The Governing Body will:

- Ensure compliance with statutory responsibilities.
- Review this policy annually.
- Monitor implementation.
- Ensure adequate resources are available.

Headteacher (Allergy Safety Lead)

The Headteacher will:

- Oversee implementation of this policy.
- Maintain oversight of allergy safety systems.
- Monitor incidents and training.
- Report significant matters to governors.
- Ensure effective communication between stakeholders.

Designated Safeguarding Lead/Medical Lead

The DSL/Medical Lead will:

- Maintain medical records.
- Coordinate IHP development.
- Liaise with parents and professionals.
- Monitor medication arrangements.
- Coordinate staff training.

Teaching and Support Staff

Teaching and Support Staff will:

- Follow IHPs and risk assessments.
- Support inclusion.
- Reduce allergen risks.
- Report incidents and concerns.
- Administer emergency medication as trained.

Catering and Lunchtime Staff

Catering and Lunchtime Staff (employed by an external provider - Chartwells) will:

- Follow allergen management procedures.
- Minimise cross-contamination risks.

- Undertake allergy training.
- Ensure safe meal provision.

Parents and Carers

Parents and Carers will:

- Provide accurate information.
- Supply in-date medication.
- Inform the school of changes.
- Support implementation of healthcare plans.

20.Unacceptable Practice

Our school will not:

- Prevent access to emergency medication.
- Assume all allergies require identical management.
- Exclude pupils from educational activities because of allergies.
- Require parents to attend school routinely to administer medication.
- Ignore professional medical advice.
- Ignore the views of pupils or parents.
- Leave an unwell pupil unaccompanied.
- Create unnecessary barriers to participation.
- Penalise attendance relating to legitimate medical appointments.

21.Policy Review

This policy will be:

- Published on the school website.
- Reviewed annually.
- Reviewed following any significant allergy incident.
- Updated to reflect changes in legislation or statutory guidance.
- Monitored regularly by senior leaders and governors.

Appendix 1 - Individual Healthcare Plans (IHPs)



Florence Melly Community Primary Individual Healthcare Plan



Name of school/setting

Florence Melly Community Primary School

Child's name

Group/class/form

Date of birth

Child's address

Medical diagnosis or
condition

Date

Review date

Family Contact Information

Name

(mobile)

Name

(mobile)

School Nurse

Name

Phone no.

G.P.

Name

Phone no.

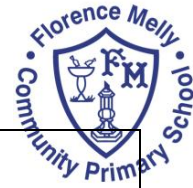
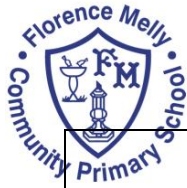
Who is responsible for providing
support in school

Describe medical needs and give details of child's symptoms, triggers, signs, treatments, facilities, equipment or devices, environmental issues etc.:

--

Name of medication, dose, method of administration, when to be taken, side effects, contra-indications, administered by/self-administered with/without supervision:

--



Daily care requirements:

Specific support for the pupil's educational, social and emotional needs:

Arrangements for school visits/trips including Sporting/Extra-Curricular Activities:

Other information:

Describe what constitutes an emergency, and the action to take if this occurs:

Who is responsible in an emergency (*state if different for off-site activities*):

Plan developed with:

Staff training needed/undertaken – who, what, when:

Parent signature: _____

Key Person signature: _____

SEND/CO/DSL signature: _____

Head of School signature: _____