



Allergies in School Policy

Signed by headteacher: *A Hughes*

Signed by Chair of Governors: *David Bradley*










Date of Approval: March 2026

Date for review: March 2027



Allergies in School Policy

AI Generated Summary

-  Our aim is to keep children with allergies safe, included and able to take part fully in school life.
-  We work closely with parents/carers, healthcare professionals and catering providers to understand each child's allergy and put the right support in place.
-  Pupils with diagnosed or suspected allergies have an Individual Healthcare Plan (IHP) explaining triggers, symptoms, medication, control measures and what to do in an emergency.
-  The school promotes a no food and drink sharing culture and works to minimise exposure to allergens, although we cannot guarantee an allergen-free environment.
-  Families provide in-date, clearly labelled medication (including adrenaline auto-injectors where required) and staff know where medication is stored.
-  Staff receive regular training in allergy awareness, recognising anaphylaxis and administering medication, supported by specialist organisations and National College of Education (NCE) resources.
-  If a serious allergic reaction is suspected, staff administer an AAI immediately, call 999, contact parents/carers and stay with the child until help arrives.
-  Pupils with allergies are supported to take part in trips, clubs and activities, with risk assessments and reasonable adjustments made.
-  The school follows legal requirements and reviews this policy annually to ensure it remains up to date and effective.

1. Policy Statement

This policy is concerned with a whole-school approach to the health care and management of those members of our school community suffering from specific allergies.

Bitterne Manor Primary School recognises that pupils may suffer from food allergies, bee/wasp sting allergies, animal allergies, nut allergies and other medical allergies. We believe that all allergies must be taken seriously and managed in a professional, consistent and appropriate manner.

Bitterne Manor Primary School does not claim to be an allergen-free environment. Our approach is to:

- minimise the risk of allergen exposure;
- encourage age-appropriate self-responsibility;
- ensure effective planning and response to possible emergencies.

The school is committed to a **no food and drink sharing** culture.

This policy is written with regard to current statutory guidance and legislation and should be read alongside:

- Supporting Pupils at School with Medical Conditions Policy
- Safeguarding Policy
- Behaviour Policy
- Educational Visits Policy
- Health and Safety Policy

Staff training and good practice are supported through recognised external professional development providers, including the National College of Education (NCE), alongside statutory guidance and specialist allergy organisations.

2. Aims

The aim of this policy is to minimise the risk of any child suffering an allergy-induced reaction, including anaphylaxis, whilst at school.

Particular attention is given to high-risk allergies such as nut allergies, which require enhanced control measures.

The underlying principles include:

- effective risk management to minimise exposure;
 - clear communication between families and school;
 - staff training and awareness;
 - rapid and effective emergency response;
 - inclusion and equal access to education.
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3. Scope

This policy applies to:

- School staff
- Families
- Volunteers
- Supply staff
- Pupils
- Students
- Visitors and contractors

It applies during the school day, before and after school provision, and on educational visits.

4. Definitions

Allergy – An exaggerated immune response to a normally harmless substance.

Allergen – A substance capable of triggering an allergic reaction.

Anaphylaxis – A severe, potentially life-threatening allergic reaction.

AAI (Adrenaline Auto-Injector / EpiPen) – Emergency medication for anaphylaxis.

Individual Healthcare Plan (IHP) – A written plan detailing a pupil's medical needs, treatment and emergency actions.

5. Legal Duties

Bitterne Manor Primary School has a statutory duty to:

- Make arrangements to support pupils with medical conditions (Children and Families Act 2014).

- Provide reasonable adjustments under the Equality Act 2010.
 - Ensure staff are appropriately trained.
 - Allow schools to hold spare AAls for emergency use.
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6. Identification of Allergies

- Families must declare allergies on School Admissions Forms.
- The school will seek updated medical information annually.
- Any changes during the year must be reported immediately.
- Medical information is recorded securely and shared with relevant staff.

The school recognises that some allergies may not yet be medically diagnosed. These will still be managed in line with this policy.

7. Individual Healthcare Plans (IHPs)

All pupils with diagnosed or suspected allergies will have an IHP which includes:

- allergen(s);
- Symptoms;
- medication and dosage;
- emergency actions;
- storage and location of medication;
- control measures.

IHPs are:

- developed with families and healthcare professionals;
- completed by the Inclusion Team;
- approved by the Headteacher;
- reviewed at least annually or when needs change.

Children with allergies will have a photograph and medical summary kept in a central accessible file.

8. Medication and AAls (EpiPens)

Where AAls are required:

- Families must provide at least two in-date devices, clearly labelled.
- Families are responsible for replacement before expiry.
- Medication is stored securely but easily accessible in locations agreed by the Headteacher.
- All relevant staff know where medication is kept.
- The school may hold spare AAls in line with DfE guidance.

A pupil requiring life-saving medication must not attend school without it.

Medic-alert bracelets may be worn.

9. Roles and Responsibilities

Headteacher

- Ensures implementation and monitoring of this policy.
- Ensures staff training.

Governing Body

- Approves and reviews policy.

Inclusion Team / Medical Lead

- Coordinates IHPs and training.

Staff

- Familiarise themselves with allergy information.
- Follow IHPs and risk assessments.
- Promote hand washing.
- Monitor snack and lunch arrangements.
- Never allow food sharing.

Families

- Provide accurate medical information.
- Supply medication.
- Ensure packed lunches are safe.
- Provide emergency contact details

Pupils

Follow safety rules and report concerns.

10. Risk Assessment

Risk assessments are completed for:

- classrooms and shared areas

- lunch halls and food preparation areas;
- cooking and food activities;
- trips and visits;
- clubs and special events.

Control measures may include seating plans, cleaning routines, supervision levels, and food restrictions.

11. Food and Drink in School

- No sharing of food or drink.
- Tables cleaned with an approved solution.
- Snack foods are monitored to be nut-free where required.
- Staff cannot guarantee foods are free from trace allergens.

Packed lunches remain the responsibility of families.

12. School Lunches and City Catering

City Catering is the school's current lunch provider and operates its own allergy policy.

Procedures include:

- Parents completing a Food Allergy Referral Form.
- Parents providing a current medical letter.
- Meals for pupils with severe allergies prepared and plated separately.
- Pupils identified by red band and allergy card.
- Photos shared with catering staff for identification.

Years R–2: Class teacher (or TA) ensures red band and card provided.

Years 3–6: Class teacher ensures red band is worn; lunchtime staff provide allergy card.

13. Training

All relevant staff receive training in:

- allergy awareness;
- recognising anaphylaxis;
- administering AAls;
- implementing IHPs.

Training may be supported by:

- School nurse

- Local Authority
- Specialist allergy organisations
- National College of Education (NCE) professional development resources.

Training records are maintained.

14. Emergency Procedures

Mild/Moderate Reaction

- Follow IHP.
- Monitor pupil.
- Inform parents.

Suspected Anaphylaxis

1. Administer AAI immediately.
2. Call 999.
3. Contact parents/carers.
4. Stay with pupil.
5. Record incident.

If parents have not arrived, a member of staff will accompany the child to hospital.
If transported by car, two staff will accompany.

15. Educational Visits

- IHPs and medication taken.
 - Risk assessments completed.
 - At least one trained staff member present.
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16. Bullying and Inclusion

Allergy-related bullying is unacceptable and addressed through the Behaviour Policy. Pupils with allergies will not be excluded from activities because of their condition.

17. Monitoring and Review

This policy is reviewed on an annual basis by the governing board and headteacher. Any changes to this policy will be communicated to all staff, parents and relevant stakeholders.

Next scheduled review date: March 2027