Whole – School Allergy Policy

Harvington C of E First and Nursery School
School: Harvington C of E First and Nursery School
Policy Lead: A Whillock
Governor Responsible: Sanjay Dhir [Safeguarding Governor & Health, Safety Governor]
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1. Policy Statement

Harvington C of E First and Nursery School is committed to providing a safe, inclusive and supportive environment for all pupils and staff, including those with food allergies and other severe allergies.

Definitions

Allergy is a medical condition in which the body's immune system has an abnormal reaction to normally harmless substances such as food, insect stings, contact allergens and airborne allergens.

Anaphylaxis is a potentially fatal reaction affecting the Airway/Breathing/Circulation ("ABC"). Many individuals with allergies to food or insect stings are at risk of anaphylaxis.

Intolerance to foods or an ingredient that the body is unable to digest is different to allergy and does not cause a serious allergic reaction. It can cause long term health problems if not avoided. Common food intolerances include lactose and gluten. Coeliac disease is intolerance to gluten, found in rye, barley and wheat.

We recognise that allergies can be life-threatening and that prompt recognition and treatment of an allergic reaction is essential. Through the implementation of this policy, we aim to minimise the risks associated with allergies while enabling every child to participate fully in school life.

This policy has been developed in accordance with the Children's Wellbeing and Schools Act 2026 and the Department for Education's statutory guidance, *Allergy safety in schools* (July 2026).

It should be read alongside the school's Medical Conditions Policy, First Aid Policy, Health and Safety Policy, Educational Visits Policy, Safeguarding Policy and any relevant school food and catering procedures.

This policy will be reviewed at least annually and following any significant incident, change in legislation or change in statutory guidance. The policy will be published on the school website and communicated to staff and pupils.

2. Aims

The aims of this policy are to:

- Provide a safe learning environment for all pupils.
- Set out how we will identify children with allergy and minimise risks.
- State how staff will be trained in allergy awareness and emergency response.
- Share procedures in place for identified children and emergency response.
- How wellbeing and inclusion of pupils with allergies will be managed.
- Meet all statutory requirements under Children's Wellbeing and Schools Act 2026

3. Roles and Responsibilities

Headteacher and First Aid Lead

The Headteacher is responsible for:

- Ensuring this policy is implemented.
- Maintaining compliance with Children's Wellbeing and Schools Act 2026 and the Department for Education's statutory guidance, *Allergy safety in schools* (July 2026).
- Ensuring Individual Care Plans are in place.
- Monitoring general, induction and refresher training for all staff.
- Ensuring spare adrenaline devices are available – at least one available on school site at all times. These will be located in the small filing room next to the office and signage will be displayed on the notice board in the staff room.
- Overseeing allergy risk assessments.
- Reviewing incidents.
- Liaising with parents and healthcare professionals.

Safeguarding Governor/Health and Safety Governor

The nominated governor will:

- Monitor implementation and adequacy of this policy.
- Ensure annual review.
- Receive reports relating to allergy incidents.
- Ensure appropriate resources are available.
- Monitor compliance with statutory requirements.

School Staff

All staff are responsible for:

- Completing their allergy awareness training.
- Knowing which pupils have allergies.
- Following Individual Care Plans.
- Recognising signs of an allergic reaction.
- Responding appropriately during an emergency including knowing where medication is stored.
- Ensuring procedures are in place for school trips and events including creation of risk assessments.

First Aiders

First aiders will:

- Ensure their training is up to date including allergy awareness training.
- Be aware of pupils and staff at risk.
- Following Individual Care Plans and know where medication is stored.
- Administer emergency treatment where required.
- Follow emergency procedures.
- Contact emergency services.
- Record all incidents using medical tracker.
- Ensure medication is replaced after use and dates on medication are checked and medication is ordered.

Parents and Carers

Parents are responsible for:

- Informing the school of any known or suspected allergies.
- Providing up-to-date medical information and/or instruction.
- Supplying prescribed medication where required.
- Replacing medication before expiry dates.
- Informing the school of any changes to medical needs.
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4. Identification and Management of Allergies

The school will identify pupils with allergies through:

- Medical information provided during admission-parent/carers complete consent forms and food allergy form.
- Communication from healthcare professionals.
- Annual medical information updates.
- Ongoing communication between home and school.

For every pupil diagnosed with an allergy requiring medication, the school will ensure:

- An Individual Care Plan is in place which is shared with staff across school.
- Emergency medication is available (including emergency inhalers and adrenaline devices).
- Staff working with the child understand their needs.
- Allergies are recorded on Medical Tracker.
- All staff have access to care plans.
- The catering company complete their own checks and plans for individual pupils.

The school recognises allergies including, but not limited to:

- Food allergies
- Insect sting allergies
- Medication allergies
- Latex allergies
- Environmental allergies

Individual Healthcare Plans

A Care Plan is required for all pupils with a diagnosed allergy. The school will work with parents/carers and, where appropriate, healthcare professionals to develop and maintain an up-to-date Individual Health Care Plan

The care plan will include, where relevant:

- The pupil's known allergens.
- The signs and symptoms of an allergic reaction.
- The pupil's individual emergency procedure.
- The medication prescribed for the pupil, including adrenaline devices.
- Where the pupil's medication is stored and how it can be accessed.
- Details of staff who may need to support the pupil.
- Arrangements for school trips, sporting activities and other off-site activities.
- Arrangements for food, eating and curriculum activities.
- Any age-appropriate self-management arrangements.
- Emergency contact details.

The care plan will be reviewed regularly and whenever there is a significant change in the pupil's allergy, treatment or circumstances.

A copy of the relevant care plan and emergency information will be readily accessible to all staff include those at wrap around care.

5.Wellbeing of children with known allergies

The school is committed to ensuring that children with allergies feel safe, included, understood and able to participate fully in school life.

Staff will:

- Recognise that each child may respond differently to their allergy.
- Ensure that allergy-related arrangements do not unnecessarily isolate, embarrass or single out a child.
- Encourage children to take part in all aspects of school life, including lessons, clubs, trips, residential visits, celebrations and social activities.
- Listen to and take seriously any concerns a child has about their allergy, including worries about eating, social situations, medication or having an allergic reaction.
- Avoid making children feel responsible for managing risks that are beyond their age or ability. Staff remain responsible for ensuring appropriate safety measures are in place, this includes the writing of risk assessments.
- Work closely with parents/carers and, where appropriate, the child, to identify and address any wellbeing concerns.
- Ensure that staff understand the importance of confidentiality and do not discuss a child's medical information unnecessarily in front of other pupils.

The school will promote a culture where allergies are understood as a medical need rather than something that makes a child different. Children will be encouraged to ask for help when they feel unwell, worried or unsafe, and will be reassured that doing so is appropriate and supported.

6. Prevention and Risk Reduction Measures

Harvington C of E First and Nursery School will reduce allergy risks by:

- Ensuring the School caterers provide information on food allergens to parent/carers and discuss provision of allergen safe meals with parents/carers.
- Making changes or substitutions to food products for school food activities-following a risk assessment.
- Not sharing any homemade food products that have been brought into school by other children.
- Where packaged food has been brought in (treats for birthdays etc..), the children will take these products home with packaging available for parents/carers to view if required.
- Ensure trips including residentials are planned in advance with all involved parties to be part of risk assessment planning.

The school will consider the risk of cross-contact with allergens when preparing, serving or handling food. The school will not routinely exclude pupils with allergies from food-related activities where reasonable adjustments can be made safely. Harvington C of E First and Nursery School cannot guarantee an allergen-free environment but will take all reasonable steps to minimise risks.

7. Emergency Procedures

All staff will know how to recognise the symptoms of an allergic reaction. Anaphylaxis can occur without a skin rash.

Symptoms may include:

- Swelling of lips, face or tongue
- Difficulty breathing
- Persistent coughing
- Wheezing
- Hoarse voice
- Difficulty swallowing
- Collapse
- Loss of consciousness
- Sudden rash or hives

Emergency Response to Anaphylaxis

If a pupil or other individual is suspected of experiencing anaphylaxis:

1. Stay with the individual and send for help.
2. Do not leave the individual alone.
3. Do not allow the individual to stand or walk around. Bring help and medication to them.
4. Administer their prescribed adrenaline device immediately, where available.
5. If their prescribed device is not available, use a school spare adrenaline device where appropriate.
6. Call 999 and state that the person is experiencing anaphylaxis.
7. Follow the emergency operator's instructions.
8. If there is no improvement after 5 minutes and another adrenaline device is available, administer a second dose.
9. Ensure the individual receives emergency medical assessment, even if symptoms improve.
10. Inform parents/carers as soon as reasonably practicable.
11. Record the incident fully.
12. Review the incident and identify any lessons learned.

Adrenaline should be administered without delay where anaphylaxis is suspected. Staff should not wait for symptoms to become more severe before administering adrenaline.

Use of Spare Adrenaline Devices

Harvington C of E First and Nursery School will maintain spare adrenaline devices for use in an emergency where appropriate. A spare Adrenaline Device may be used in an emergency where a pupil or other individual is believed to be experiencing anaphylaxis and their own prescribed adrenaline device is not available, is not working, or a further dose is required and no prescribed device is available.

Spare adrenaline devices will:

- Be stored in pairs.
- Be clearly labelled and readily identifiable.
- Be stored in an unlocked and easily accessible location which is shared with staff.
- Be accessible within five minutes of areas where they may be required.
- Not be stored in a location where access is restricted.
- Be checked regularly to ensure that they remain in date and in good condition.
- Be replaced promptly following use or when they expire.
- Be recorded as part of the school's medication checks.

All use of a spare Adrenaline Device must be recorded and the device replaced as soon as possible.

1. Administer first Adrenaline Device**.**
2. Call 999 immediately.
3. Inform parents/carers.
4. Administer a second Adrenaline Device if symptoms persist after 5 minutes and one is available.
5. Ensure the child is transferred to hospital, even if symptoms improve.
6. Ensure all incidents are fully documented on Medical Tracker and reviewed.

8. <u>Access to Prescribed Adrenaline Devices</u>

Pupils who are prescribed adrenaline devices must have rapid access to their medication at all times during the school day, devices cannot be locked away. Medication must move around school with the child-for example to wrap around care.

Medication will be:

- Clearly labelled.
- Stored in an agreed accessible location in the child's class grab bag.
- Easily available during emergencies.
- Taken on all off-site activities.
- Regularly checked for expiry dates.

Parents will be notified before medication expires.

9. Mild or Moderate Allergic Reactions

Not all allergic reactions are anaphylaxis. Staff should follow the individual pupil's Individual Healthcare Plan. Symptoms of a mild or moderate reaction may include:

- Itching.
- Hives or rash.
- Redness.
- Swelling.
- Tingling of the mouth or lips.
- Mild stomach pain or nausea.

Staff should monitor the pupil closely and follow the instructions in their Individual Healthcare Plan.

If symptoms progress or there is any concern that the pupil is developing anaphylaxis, adrenaline should be administered without delay in accordance with the pupil's emergency plan and the school's emergency procedures.

10. Incidents and Near Misses

Harvington C of E First and Nursery School will record and review significant allergic reactions, anaphylaxis incidents and relevant allergy-related near misses.

A near miss may include an incident where:

- A pupil is exposed to an allergen but does not develop symptoms.
- A pupil's emergency medication is found to be unavailable or out of date.
- An adrenaline device cannot be accessed promptly.
- There is an error in the provision or identification of food for a pupil with an allergy.
- An emergency procedure does not operate as expected.

Incidents and near misses will be reviewed to identify lessons learned and actions required to reduce the risk of recurrence. Where necessary, the pupil's Individual Healthcare Plan, risk assessment, staff training or school procedures will be updated.

11. Staff Training Requirements

Harvington C of E First and Nursery School is committed to ensuring all employees are confident in recognising and responding to allergic reactions.
Individual training will be completed through Anaphylaxis UK. A training record will be maintained and training updated annually.

New staff will receive allergy information as part of their induction.

12. Communication

Effective communication is essential. The school will:

- Work closely with parents/carers.
- Share allergy information with staff via care plans.
- Ensure trips and food activities are risk assessed appropriately.
- Communicate updates.
- Promote allergy awareness throughout the school community.

Confidentiality will always be maintained in accordance with data protection legislation.

13. Allergy Arrangements on Educational Visits

The needs of pupils with allergies will be considered at the planning stage of every educational visit.
Before a visit, staff will:

- Review the pupil's Individual Healthcare Plan and emergency arrangements.
- Ensure prescribed adrenaline devices and medication accompany the pupil and is available throughout the trip.
- Create a risk assessment which includes food, catering and allergen risks, arrangements for transport and activities.
- Ensure emergency contact details are available.
- Ensure staff know what to do in an emergency.

A pupil will not be excluded from an educational visit solely because they have an allergy. Reasonable adjustments will be considered to enable pupils with allergies to participate safely.

14. Publication, Review and Communication

This policy will be reviewed at least annually and sooner if:

- There is a significant allergy-related incident.
- There is a significant near miss.
- There is a change to a pupil's medical needs that affects school procedures.
- There is a change in legislation.
- There is a change in statutory guidance.
- School procedures or arrangements change.
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The current version of this policy will be published on the Harvington C of E First and Nursery School website.
The policy will be made available to staff and communicated to pupils in an age-appropriate way.
Relevant information from the policy will be shared with parents/carers, supply staff, volunteers, catering staff and other relevant individuals where appropriate.
The school will maintain appropriate confidentiality when sharing information about individual pupils and their medical needs.