

# EASTRY CHURCH OF ENGLAND PRIMARY SCHOOL



# Allergy Policy

**September, 2026**

|                  |                                  |
|------------------|----------------------------------|
| Policy lead:     | Sarah Shallcross                 |
| Approved by:     | Miss H Cook (Chair of Governors) |
| Review date:     | 24 September 2026                |
| Next review due: | September 2027                   |

### Statement of Intent

At Eastry Church of England Primary School, our Christian vision, "Love one another as I have loved you" (John 13:34), underpins our commitment to ensuring that every child is safe, valued and able to participate fully in school life.

We recognise that allergies can have a significant impact on a child's health, wellbeing and educational experience. Through effective identification, risk assessment, staff training and partnership with families and healthcare professionals, we aim to minimise the risk of allergen exposure whilst ensuring pupils remain fully included in all aspects of school life.

### Purpose and Scope

This policy sets out Eastry Church of England Primary School's arrangements for preventing, managing and responding to allergic reactions and anaphylaxis. It applies to all pupils, staff, governors, volunteers, visitors and contractors during all school activities, including educational visits, Forest School and wraparound care. It reflects current statutory guidance and promotes a whole-school culture in which allergy awareness is everyone's responsibility.

### Legislative Framework

This policy has been developed in accordance with:

- Children's Wellbeing and Schools Act 2026 (Section 34 – Allergy Safety in Schools);
- Allergy Safety in Schools: Statutory Guidance (DfE, July 2026);
- Supporting Pupils with Medical Conditions at School; Human Medicines (Amendment) Regulations 2017;
- Equality Act 2010;
- Health and Safety at Work etc. Act 1974;
- Keeping Children Safe in Education;
- SEND Code of Practice;
- guidance published by Anaphylaxis UK.

### Roles and Responsibilities

All members of the school community have a role in creating and maintaining a safe environment for pupils with allergies.

| <i>Role</i>    | <i>Key Responsibilities</i>                                                                                               |
|----------------|---------------------------------------------------------------------------------------------------------------------------|
| Governing Body | Approve and review this policy annually; monitor implementation and ensure adequate resources and training are available. |

| <i>Role</i>                             | <i>Key Responsibilities</i>                                                                                                                                                                                                       |
|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Headteacher (Allergy Lead – Sarah Moss) | Oversee implementation of this policy; maintain the allergy register; ensure Individual Healthcare Plans (IHPs) are in place; coordinate staff training; monitor incidents and review procedures.                                 |
| Teaching & Support Staff                | Read and follow IHPs / Risk Assessments; reduce allergen risks; ensure medication accompanies the child; recognise symptoms of allergic reactions; administer emergency medication where required; report incidents and concerns. |
| First Aiders                            | Maintain competence in recognising and responding to allergic reactions; support emergency responses; monitor emergency medication where delegated.                                                                               |
| Parents/Carers                          | Inform the school of allergies; provide up-to-date medical information, prescribed medication and emergency action plans; replace medication before expiry; notify the school of any changes.                                     |
| Pupils                                  | Develop an age-appropriate understanding of their allergy; avoid sharing food; report symptoms immediately; follow agreed safety arrangements.                                                                                    |
| Whole School Meals                      | Work with the school to safely manage allergens; provide accurate allergen information; minimise cross-contamination; communicate menu changes affecting pupils with allergies.                                                   |

### **Whole School Responsibility**

All staff have a duty to:

- promote an allergy-aware environment;
- encourage good hygiene and safe food practices;
- challenge unsafe behaviour, including food sharing;
- ensure pupils with allergies are fully included in school life;
- seek advice if unsure how to support a pupil safely.
- No member of staff should delay administering adrenaline if anaphylaxis is suspected. Prompt treatment saves lives.

### **Identifying and Supporting Pupils with Allergies**

Early identification and effective communication are essential to keeping pupils safe.

Pupils with allergies will be identified through admission information, discussions with parents, healthcare professionals and transition records. Parents must inform the school of any changes to their child's allergy or medication.

The Headteacher (Allergy Lead) maintains an up-to-date Allergy Register on our Single Central Record which is available to all staff.

Pupils requiring additional support will have an Individual Healthcare Plan (IHP) or Risk Assessment, reviewed annually or sooner if medical needs change. The IHP/RA details allergens, symptoms, medication, emergency procedures and any reasonable adjustments.

Pupils prescribed Adrenaline Auto-Injectors should have two in-date devices in school. Medication is stored within the pupil's **Red First Aid Bag**, which accompanies the child throughout the school day. The school also maintains spare Adrenaline Auto-Injectors in the School Office. [We hold](#)

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## Reducing Risk and Preventing Exposure

### Key Principles: Managing Risk

At Eastry, we adopt an allergy-aware approach rather than blanket food bans. Staff consider allergies when planning classroom activities, cooking sessions, educational visits and special events, adapting activities where necessary to ensure pupils can participate safely.

Our approach is based on the following principles:

- Early identification and effective communication.
- Good hygiene practices.
- Sensible risk assessment rather than blanket food bans.
- Safe storage and accessibility of medication.
- Inclusion in all aspects of school life.
- Shared responsibility between school, parents, pupils and catering providers.
- Good hygiene, careful supervision and discouraging food sharing are key strategies in reducing allergen exposure.

The school works closely with Whole School Meals to manage allergens safely and minimise cross-contamination. Where there is uncertainty about the suitability of a meal, it will not be served until clarification has been obtained.

Forest School, educational visits and interactions with Maddie, the school dog, are risk assessed where appropriate. Emergency medication accompanies pupils at all times through the **Red First Aid Bag system**.

Visitors, volunteers and contractors are expected to follow the school's allergy procedures when working with pupils.

## Equality and Inclusion

The school is committed to ensuring that pupils with allergies can participate fully in all aspects of school life.

Reasonable adjustments will be made, where necessary, in accordance with the Equality Act 2010.

Pupils will not be excluded from learning or enrichment activities solely because they have an allergy unless there is no safe alternative following appropriate risk assessment.

## Medication and Emergency Response

### Medication

Parents are responsible for providing prescribed medication that is:

- in date
- clearly labelled with the pupil's name
- supplied in accordance with medical advice

Where prescribed, pupils should have **two in-date Adrenaline Auto-Injectors (AAIs)** available in school.

Medication is stored within the pupil's **Red First Aid Bag**, ensuring it remains with the child throughout the school day.

The school also maintains spare Adrenaline Auto-Injectors in accordance with current legislation. Spare devices are located in:

- School Office
- Educational Visits Trip Bag

The Allergy Lead will regularly check medication to ensure it remains in date and arrange replacement with parents where necessary.

## Recognising an Allergic Reaction

Staff should be familiar with the symptoms detailed within each pupil's Individual Healthcare Plan.

### Mild to Moderate Symptoms

These may include:

- itchy rash (hives)
- swelling of the lips, face or eyes
- itching or tingling in the mouth
- abdominal pain, nausea or vomiting

### **Signs of Anaphylaxis: Anaphylaxis is a medical emergency**

Symptoms may include:

- difficulty breathing or persistent coughing
- swelling of the tongue or throat
- difficulty speaking or swallowing
- wheezing or noisy breathing
- collapse, dizziness or loss of consciousness

**If anaphylaxis is suspected, do not wait for symptoms to worsen. Act as required as soon as possible.**

### **Emergency Procedure**

If a pupil is experiencing anaphylaxis:

**Administer the Adrenaline Auto-Injector immediately.**

**Call 999** and state that the pupil is experiencing **anaphylaxis**.

Stay with the pupil and reassure them.

Contact parents/carers as soon as possible.

Administer a second AAI after **5 minutes** if symptoms continue and a second device is available.

Ensure the used AAI accompanies the pupil to hospital.

Record the incident and review procedures following the event.

**All pupils who receive adrenaline must attend hospital, even if symptoms improve.**

### **Training, Incident Reporting and Safeguarding**

All staff receive annual allergy awareness training appropriate to their role, with induction provided for new and temporary staff. Allergy incidents and near misses are recorded, reviewed and used to improve practice. The Headteacher monitors implementation of this policy through regular review of Individual Healthcare Plans, medication, training records and incidents. The policy is reviewed annually or sooner if legislation or guidance changes.

### **Inclusion and Wellbeing**

The school recognises that allergies can affect a pupil's confidence and wellbeing.

We will:

- promote understanding and awareness of allergies
- support pupils to participate fully in school life
- make reasonable adjustments where required
- encourage age-appropriate independence
- respond promptly to concerns raised by pupils or families
- Bullying or teasing relating to allergies or medication will not be tolerated and will be managed in accordance with the school's Behaviour Policy

### **Safeguarding**

Supporting pupils with allergies forms part of the school's wider safeguarding responsibilities.

Concerns such as repeated failure to provide medication, persistent unsafe practice or concerns that place a pupil's health at risk will be managed in line with the school's safeguarding procedures.

### **Monitoring and Review**

The Headteacher, as Allergy Lead, is responsible for monitoring the implementation of this policy.

Monitoring will include:

- review of Individual Healthcare Plans
- checks of emergency medication and expiry dates
- review of allergy incidents and near misses
- monitoring staff training
- feedback from pupils, parents and staff

The Governing Body will receive updates as appropriate and review the effectiveness of the school's allergy management arrangements.

This policy will be reviewed:

- annually
- following significant changes to legislation or statutory guidance
- following any serious allergy-related incident where lessons can be learned

### **Unacceptable Practice**

The following practices are not acceptable and may place pupils at risk:

- preventing access to prescribed medication
- delaying the administration of adrenaline where anaphylaxis is suspected

- sending a pupil to seek help alone during an allergic reaction
- allowing medication to become separated from the pupil
- allowing pupils to share food or drinks
- ignoring Individual Healthcare Plans
- excluding pupils unnecessarily from school activities because of their allergy
- failing to report allergy incidents or near misses

#### Staff Quick Reference

|                         |                                                                                                                                                                                                                                                               |
|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Know your pupils</b> | Read Individual Healthcare Plans and be aware of allergies in your class.                                                                                                                                                                                     |
| <b>Medication</b>       | Eastry Church of England Primary School operates a Red First Aid Bag system to ensure emergency medication accompanies pupils throughout the school day. Responsibility for the bag transfers whenever responsibility for the pupil transfers between adults. |
| <b>Food</b>             | No food sharing. Encourage handwashing before and after eating.                                                                                                                                                                                               |
| <b>Activities</b>       | Consider allergies when planning cooking, science, Forest School and educational visits.                                                                                                                                                                      |
| <b>Emergency</b>        | If you suspect anaphylaxis, <b>administer adrenaline immediately, call 999 and stay with the pupil.</b>                                                                                                                                                       |
| <b>Afterwards</b>       | Inform parents, record the incident and review procedures.                                                                                                                                                                                                    |

#### Key Messages for Staff

- ✓ Know which pupils have allergies.
- ✓ Keep the **Red First Aid Bag** with the child at all times.
- ✓ Never allow pupils to share food.
- ✓ Encourage handwashing before and after eating.
- ✓ If you suspect anaphylaxis, **administer adrenaline first, then call 999.**
- ✓ Never send a child experiencing an allergic reaction to find help alone.