



Ireby Church of England Primary School

Vision – ‘Created to do good’ – Ephesians 2:10

Allergies Policy

Approved by: ¹

Michael John
Head Teacher:

Date: 03/09/2026

Philippa Irving
Chair of Governors:

Date: 03/09/2026

Next review date: ² September 2029

¹ This policy requires approval from the Full Governing Body.

² This document must be reviewed annually, or sooner if legislation/statutory guidance changes.
This policy will be published on the school website.

KEY ROLES

The following key roles were held as at the date of publication:

Head teacher/ Senior Attendance Lead	Michael John
Safeguarding Link Governor:	Philippa Irving
Attendance Link Governor	Karen Ford
Health and Safety Governor	Dr Andrew Knights

REVIEW SHEET

Each entry in the table below summarises the changes made to this document since the last review.

Version Number	Version Description	Date of Revision
1	Original	Sept 26

1. Introduction and Policy Aims

At Ireby Church of England School, we are committed to providing a safe, inclusive, and welcoming environment for all pupils, staff, and visitors.

This policy sets out our arrangements to manage allergy safety in compliance with Section 34 of the *Children's Wellbeing and Schools Act 2026*, Section 100 of the *Children and Families Act 2014*, and DfE statutory guidance *Allergy Safety in Schools*.

The aims of this policy are to:

- Minimise the risk of individuals coming into contact with known allergens.
- Ensure all staff receive regular training to recognise and respond swiftly to allergic reactions and anaphylaxis.
- Ensure pupils with allergies are fully included in all aspects of school life, including trips and extracurricular activities.
- Establish clear protocols for storing and administering prescribed and "spare" emergency medication within critical timeframes (under 5 minutes).

2. Roles and Responsibilities

- **The Governing Body:** Ensures an up-to-date Allergy Safety Policy is implemented, published on the school website, and reviewed annually.
- **Senior Leadership Team (SLT):** The Deputy Head Teacher is the designated SLT lead for allergy safety and is responsible for driving policy implementation, managing training records, overseeing risk assessments, and conducting post-incident reviews.
- **School Staff (Permanent, Temporary, and Volunteers):** Must complete annual allergy awareness training, know which pupils in their care have allergies, know where medication and Action Plans are kept, and respond immediately in an emergency.
- **Catering Contractor (Dolce):** Responsible for strict allergen management in food preparation, accurate labeling and communication of the 14 major food allergens, and verifying meal choices against pupil allergy profiles prior to service.
- **Parents / Carers:** Must inform the school of any known allergies or medical conditions, provide complete and up-to-date Individual Healthcare Plans (IHPs) / Allergy Action Plans signed by a medical professional, and ensure in-date prescribed medication is provided to the school.

3. Culture, Training, and Wellbeing

3.1 Staff Awareness Training

All staff present during times when pupils are scheduled to be on site—including teaching staff, support staff, supply teachers, lunchtime supervisors, and wrap-around care staff—receive **annual Allergy Awareness and Emergency Response Training**.

Training covers:

- Understanding allergies, asthma, eczema, and food intolerances/coeliac disease.

- Identifying triggers and signs/symptoms of mild, moderate, and severe allergic reactions (anaphylaxis).
- Emergency response procedures: calling 999, notifying parents, locating and administering Adrenaline Auto-Injectors (AAs) and asthma reliever inhalers.
- Correct handling, check-up, and administration techniques for both prescribed devices and school "spare" AAs.
- Procedures for recording and reporting allergic reactions or "near misses."

New staff and supply staff are briefed on pupil allergy profiles and emergency protocols during their induction.

3.2 Pupil Wellbeing and Inclusion

- **Promoting Wellbeing:** We recognise that severe allergies can cause anxiety for children and parents. Staff work compassionately to ensure pupils feel safe without feeling singled out or isolated.
- **Preventing Bullying:** Any form of bullying, teasing, or deliberate exposure to allergens directed at a child with an allergy is strictly prohibited and will be addressed immediately under the school's Behaviour Policy.

4. Minimising the Risk of Exposure

Ireby Church of England School implements proactive measures to reduce allergen exposure risks across all school activities:

- **Nut-Free School Policy:** Ireby Church of England School operates a strict **Nut-Free Policy**. Foods containing whole nuts, peanuts, or nut ingredients are strictly prohibited on school grounds, including in packed lunches and snacks brought from home.
 - *Note on Precautionary Labels:* Items labeled with precautionary warnings such as "may contain nuts" or "made in a factory that handles nuts" **are permitted** for individual consumption, provided they do not contain nuts as an active ingredient.
 - Food sharing between pupils is strictly forbidden.
- **Classroom Activities:** Staff planning craft, science, baking, or sensory activities must review pupil allergy records beforehand to ensure no allergen-containing materials (e.g., egg cartons, nut shells, seed mixes, dairy products) are used.
- **School Events:** Food sold or served at school fairs, celebrations, or breakfast/after-school clubs must adhere to allergen safety rules and offer safe options.
- **Airborne / Contact Allergens:** Reasonable adjustments (e.g., specialized cleaning, seating arrangements, or avoiding specific plants/animals) are made for pupils with severe environmental or contact allergies.

5. Food Provision and Catering Safety

- School meals are catered externally by internal staff, and food is supplied by Pioneer. Our internal catering staff are responsible for adhering to statutory allergen management regulations and providing comprehensive allergen information for all meal options.

- Our school cooks maintain direct access to pupil dietary requirements through their ordering systems, ensuring that meals served match each child's approved medical profile.
- A daily verification check is conducted at lunch service between catering staff and lunchtime supervisors to confirm safe meal delivery for pupils with food allergies.
- Early Years Foundation Stage (EYFS) snack times strictly adhere to safer eating guidelines, including close supervision and mandatory handwashing before and after eating.

6. Identification and Individual Healthcare Plans (IHPs)

6.1 Identification & Records

- On enrollment (or upon diagnosis), parents complete medical disclosure forms detailing any known allergies.
- A centralized **School Allergy Register** is maintained by the Head Teacher and updated continuously.
- Allergy details and photos (where parental consent is granted) are securely shared with relevant staff (class teachers, TAs, lunchtime supervisors, and Dolce catering staff) in compliance with UK GDPR / Data Protection principles.

6.2 Individual Healthcare Plans (IHPs) & Action Plans

- Any pupil requiring specific adjustments, dietary management, or emergency medication must have an **Individual Healthcare Plan (IHP)**.
- Where supplied by a doctor or clinical specialist, a formal **BSACI Allergy Action Plan** or **Asthma Action Plan** will be attached to and form part of the pupil's IHP.
- IHPs are reviewed annually or immediately following any change in the pupil's condition or medication.

7. Prescribed and "Spare" Emergency Medication

7.1 Prescribed Medication

- Pupils prescribed Adrenaline Auto-Injectors (AAIs) must have **two in-date AAIs** at school at all times.
- Prescribed medication is stored in an unlocked, clearly labeled, easily accessible location, ensuring it can be brought to the child within **5 minutes** anywhere on site (including playgrounds and sports fields).
- Parents are responsible for monitoring expiry dates and replacing prescribed medication promptly.

7.2 "Spare" Emergency Devices

- Ireby Church of England School holds "spare" emergency AAIs and spare salbutamol inhalers with spacers to be used in an emergency if a pupil's prescribed device fails, is unavailable, or for a pupil whose IHP permits emergency use.

- **Location:** All spare AAls and spare asthma inhalers are stored in the **medical cabinet in the Main Office**.
- Emergency kits are kept unlocked, stored in pairs, clearly labelled, and regularly inspected on a monthly basis to verify expiry dates and device integrity.

8. Educational Visits and School Trips

- Off-site visits and residential trips undergo a specific risk assessment that accounts for pupils with severe allergies.
- Lead staff must ensure that:
 1. A pupil's prescribed AAls (and Asthma inhalers) are carried by designated trained staff for the entire duration of the trip.
 2. Mobile phones/communication devices are readily available to call emergency services.
 3. Off-site catering arrangements are pre-vetted for allergen safety.
 4. At least one member of staff fully trained in AAI administration accompanies the trip.

9. Serious Incidents, "Near Misses", and Review

- **Emergency Response:** If anaphylaxis is suspected, staff will immediately call 999, administer an AAI without delay, position the pupil correctly (flat on their back, or sitting up if breathing is difficult), and contact parents.
- **Reporting & Recording:** Every allergic reaction or "near miss" (e.g., an incorrect meal prepared but identified before consumption) must be formally recorded in the school's incident log.
- **Post-Incident Review:** Following any incident or near miss, the Deputy Head Teacher will conduct a debrief to review procedures, identify lessons learned, update IHPs/risk assessments, and report findings to the Governing Body.

10. Policy Awareness and Communication

- This policy is published on the Ireby Church of England School website and available in hard copy upon request from the school office.
- Parents of pupils with allergies are provided a copy during the drafting or annual review of their child's IHP.
- Key emergency procedures and nut-free reminders are regularly communicated to parents and carers via school newsletters and staff briefings.