Allergy Policy

Reviewed by Governors: June 2026

Next review: September 2027

This policy has been written to establish a clear, comprehensive approach to allergy safety and management at Little Ilford School. It incorporates the statutory obligations introduced under Benedict's Law (as part of the Children's Wellbeing and Schools Act 2026) and acts in conjunction with our existing medical provision frameworks.

Contents

1. Aims

This policy aims to:

- Set out Little Ilford School's whole-school approach to allergy management, specifically focusing on minimising the risk of exposure to known allergens and detailing exact emergency protocols.
- Ensure the holistic wellbeing, safety, and inclusion of all Students with known and unknown allergies across all school environments.
- Promote and embed proactive allergy safety and awareness across the entire school community, including staff, Students, parents, and visitors.

2. Legislation and Guidance

This policy is strictly aligned with national legal frameworks and statutory guidance. It directly incorporates the provisions of:

- Benedict's Law (Children's Wellbeing and Schools Act 2026): Requiring mandatory allergy safety policies, procurement of emergency stock AAIs, comprehensive staff training, individual health protocols, and dedicated strategic oversight from September 2026.
- The Food Information Regulations 2014 and The Food Information (Amendment) (England) Regulations 2019 (Natasha's Law).
- Section 100 of the Children and Families Act 2014, placing a legal duty on governing boards to support Students with medical conditions.
- Department of Health and Social Care's guidance on the use of emergency adrenaline auto-injectors in schools.

3. Roles and Responsibilities

We take a unified, whole-school approach to allergy safety, distributing explicit responsibilities to ensure accountability:

3.1 Senior Leadership & Governor Oversight

In compliance with Benedict's Law, the school has appointed named strategic leads for allergy safety:

- Senior Leader with responsibility for Allergy Safety: The Deputy Headteacher Student Welfare.
- Allergy Lead Officer: Head Assistant Inclusion.
- Designated Allergy Governor: Appointed from the Governing Body to oversee compliance, auditing, and strategic policy implementation.

The Allergy Lead and Senior Leader are responsible for ensuring all allergy metrics are

up-to-date, checking that every diagnosed Student has an active Allergy Action Plan, tracking staff training logs, and recording/reporting serious incidents and "near misses" to the Governing Body and Local Authority.

3.2 School Assistant Head for Inclusion & School FIrst Aider

The Assistants Head for Inclusion and School First Aider are responsible for:

- Coordinating medical paperwork and healthcare disclosures directly with families.
- Securing, auditing, and maintaining individual Student medications and emergency anaphylaxis kits.
- Conducting strict monthly audits of spare school AAIs to confirm correct stock count, batch numbers, and expiry dates.

3.3 Teaching and Support Staff

All members of school staff (including supply staff, kitchen teams, and technicians) are required to:

- Maintain total awareness of our allergy policy, emergency procedures, and the specific Students with medical conditions in their immediate care.
- Recognise the signs and symptoms of an allergic reaction and anaphylaxis, acting immediately without delay if an emergency occurs.
- Carefully exclude potential food and material allergens from lesson plans (e.g., Science, Food Technology, Art) and arrange for allergy risk assessments prior to activities.

3.4 Parents and Carers

Parents and carers must:

- Provide full, accurate, and up-to-date dietary and medical histories detailing any known allergies, severity, and prior history of anaphylaxis before the child commences the school year.
- Provide the school with two in-date, fully functional personal Adrenaline Auto-Injectors (AAIs), as well as necessary secondary medications (antihistamines, inhalers), and replace them immediately following expiration or use.
- Ensure that food items provided within packed lunches or snacks carefully limit allergens and adhere strictly to school restrictions.

3.5 Students

- Students with allergies are encouraged to build age-appropriate awareness of their specific allergens, understand the location of their medication, and immediately inform a member of staff if they feel unwell.
- Students without allergies must show complete respect for their peers' health, avoid

sharing any food items, and report if they see a peer experiencing medical distress.

4. Assessing Risk

Little Ilford School enforces compulsory risk assessments for any student at risk of anaphylaxis when participating in activities that could introduce allergen exposure. Form tutors, subject leads, and trip leaders must complete formal risk assessments for:

- Food Technology practical components and school culinary events.
- Science experiments utilising organic matters, enzymes, or food products.
- Art or Design Technology crafts using old food packaging materials.
- All off-site educational visits, residential trips, and school-sponsored events.
- On-site activities introducing animals (e.g., farm experiences or visitors requiring guide dogs).

5. Managing Risk

5.1 Hygiene and Cross-Contamination Procedures

- Students are strictly required to wash their hands with soap and water before and after consuming food to minimise surface allergen transfer.
- The sharing of food, snacks, drinks, or utensils is strictly prohibited across all year groups.
- All Students must utilise individual, clearly named personal water bottles.

5.2 Catering Controls

- Catering staff receive specialised allergy separation and hygiene training to guarantee food preparation environments avoid cross-contamination.
- **Catering controls and menu labeling are managed in direct partnership with the Catering Manager, ensuring absolute alignment with the kitchen operations outlined in the Whole School Food Policy.**
- School menus are clearly labeled, highlighting ingredients mapped against the DfE/FSA ‘top 14’ allergens.
- Kitchen teams maintain photo-linked registers of Students with life-threatening allergies at point-of-sale areas.

5.3 Food Restrictions

While acknowledging it is impractical to enforce a completely allergen-free school site, Little Ilford School actively restricts high-risk nut and sesame products to create a protective environment. The following items **must not** be brought onto school premises by staff, Students, or visitors:

- Packaged raw nuts or mixed trail selections.

- Cereal, granola, protein, or chocolate bars containing nut segments or sesame oil.
- Spreads containing nuts or sesame (e.g., peanut butter, Nutella, tahini).
- Nut-based sauces or dressings (e.g., satay).

The school tuck shop and on-site vending machines will strictly exclude any food products containing nuts or sesame seeds.

5.4 Sports and Physical Activities

Physical education and sporting activities present a distinct set of risk environments. The school implements the following safety guidelines for PE:

- PE teachers and coaches must ensure that all Students' personal AAIs are taken outside or to the sports hall/field during lessons and fixtures, rather than being left inside distant classrooms or changing blocks.
- Staff must be aware that physical exertion can act as a co-factor, which may increase the speed or severity of an allergic reaction.
- Prior to any off-site sports matches or tournaments, the PE lead must confirm that the host school/venue is notified of student allergies and that emergency protocols are mapped out.

5.5 Managing Insect Sting Allergy

To safeguard students with life-threatening allergies to bee, wasp, or hornet stings, the school enforces targeted prevention and response guidelines:

- Students with known insect sting allergies are strictly required to wear closed-toe footwear at all times when outdoors on school grounds.
- All outdoor refuse bins must be securely closed, tightly sealed, and regularly cleaned to avoid drawing stinging insects near eating or recreational zones.
- If an insect sting occurs, staff are trained to remove the sting by carefully scraping it off with a flat surface (such as a plastic card) rather than squeezing it, which can inject more venom into the skin.

5.6 Mental Health and Wellbeing Support

The school acknowledges that students with severe allergies can experience anxiety, social exclusion, or allergy-related bullying. To protect their psychological wellbeing, the school integrates:

- Discreet pastoral check-ins with Form Tutors and Pastoral Achievement Leaders (PALs).
- Robust application of the school Behaviour and Anti-Bullying Policies against any instances of intentional allergen intimidation, food teasing, or mockery.
- Allergy awareness assemblies delivered contextually to reduce stigma.

6. Procedures for Handling an Allergic Reaction

6.1 The Emergency Allergy Register

The school maintains a centralised, highly accessible Emergency Allergy Register in the Medical Room, which is distributed digitally to all staff. This register includes:

- A recent digital photograph of the student (subject to parental consent).
- Specific known allergens, severity parameters, and explicit risk triggers.
- Whether the Student has been prescribed personal AAIs, alongside specific dosage mandates.
- Explicit written parental consent affirming that the school's emergency stock "spare" AAIs can be administered if their personal injector fails or is unavailable.

6.2 Emergency Protocol Flowchart

Step 1: Immediate Action	Step 2: Administer AAI	Step 3: Call Emergency Services	Step 4: Post-Incident Care
• **NEVER leave the Student alone.** • Keep them entirely still; sit them up if breathing is difficult, or lay them flat with legs raised. • Send a runner/staff member immediately to fetch their personal AAIs and the Emergency Anaphylaxis Kit from the Medical Room.	• Check the AAI matches the Student. Administer the personal AAI into the outer thigh. • Note the exact time of injection. • If no improvement or symptoms worsen after **5 minutes**, administer a second AAI (personal or school spare).	• **Dial 999 immediately** and request an ambulance. • Clearly state **"ANAPHYLAXIS"** to emergency operators. • Provide precise school location markers. • Contact the parents/carers immediately after dialing 999.	• A staff member must accompany the Student to the hospital in the ambulance and remain until parents arrive. • Hand used AAI devices directly to paramedics. • Complete an official incident and 'near miss' report log for review.

7. Adrenaline Auto-Injectors (AAIs)

7.1 Personal and School Emergency Stock Storage

- **Personal AAIs:** In accordance with maximising safety and minimising delivery delays, competent Students are supported and permitted to carry their personal AAI devices directly on their person. Where a student is not yet deemed fully competent, their personal injectors are kept in an unlocked, explicitly labeled cupboard in the Medical Room to allow instantaneous access.
- **School Emergency Stock "Spare" AAIs:** Mandated by Benedict's Law, the school actively stocks independent, emergency reserve AAIs for use in crisis situations (e.g., if a Student's personal device fails, breaks, is out of date, or if a Student experiences a first-time unexpected anaphylactic event). These are kept clearly segregated and accessible to all trained staff.

7.2 Expiry Date Monitoring and Reminders

To proactively manage the operational readiness of all medical devices, the school enforces a rigorous tracking standard:

- The SENDO and School First Aider conducts a centralised monthly audit logging the exact batch codes and expiration dates of all medication stored on-site.
- The school will issue a formal proactive alert or communication to parents and carers exactly one month prior to the recorded expiration date of a Student’s personal AAIs, requiring immediate submission of replacement kits.

7.3 The Emergency Anaphylaxis Kit

Little Ilford School maintains dedicated Emergency Anaphylaxis Kits within key vulnerable risk zones on the school site. Each kit contains:

- Spare operational emergency AAIs (clearly marked by brand, batch, and dosage).
- Clear, illustrated graphical instructions regarding the physical use of various AAI brands (EpiPen and Jext).
- Manufacturer's documentation and safe storage information.
- A centralised checklist tracking injectors, batch metrics, monthly checks, and replacement notes.
- The active Emergency Allergy Register detailing Students with consent for emergency stock use.
- An accurate, real-time administration log to record timestamps and deployment specifics.

7.4 Off-Site Protocol (School Trips)

For all school trips and off-site events, the trip leader must securely transport the relevant Students' personal AAIs and a designated school emergency anaphylaxis kit. Staff members

leading the trip must be fully qualified in allergy response and maintain custody of the medications throughout the journey.

8. Training

Little Ilford School ensures that allergy response is treated as a critical competency:

- **All Staff Training:** All teaching, operational, and support staff receive mandatory, annual allergy awareness and anaphylaxis training. Training tracks specific best-practice courses, notably utilising core material from Anaphylaxis UK's AllergyWise® for Schools program alongside Allergy UK clinical resources. This covers allergen avoidance, symptom recognition, immediate emergency response protocols, and hands-on practice utilising EpiPen and Jext 'training pens'.
- **Induction Framework:** All newly appointed staff receive this core policy and initial training as part of their day-one school induction.
- **Oversight:** Training records, qualifications, and renewal timelines are monitored and logged centrally by the Deputy Headteacher i/c CPD.

9. Links to Other Policies

This policy functions directly alongside and strengthens the following statutory documents at Little Ilford School:

- Supporting Students with Medical Conditions Policy
- First Aid Policy
- Health and Safety Policy
- **Whole School Food Policy**
- Behaviour and Anti-Bullying Policies
- Department of Health Guidance on the use of adrenaline auto-injectors in schools