St John Vianney Catholic Primary School



"Seeking Growth Together through Jesus"

Allergy Safety Policy

Date Reviewed: D JOHNSON
Reviewed by: Sept 2026
Approved by Governing Body
Date of next review: Sept 2027

1. Policy Statement

St John Vianney Catholic Primary School is committed to safeguarding and promoting the welfare, health, safety and wellbeing of all pupils, staff and visitors.

We recognise that allergies can be serious and, in some cases, life-threatening. We are committed to creating a safe, inclusive environment where pupils with allergies can participate fully in all aspects of school life.

This policy sets out how the school will prevent exposure to allergens where reasonably practicable, support pupils with allergies, respond effectively to allergic reactions and anaphylaxis, and comply with statutory duties.

The school understands that it is not possible to guarantee an allergen-free environment. Instead, we adopt an allergy-aware approach that focuses on risk reduction, education, communication, vigilance and prompt emergency response.

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2. Aims

This policy aims to:

- Protect pupils with allergies and allergic conditions.
- Ensure staff understand their responsibilities.
- Promote allergy awareness across the school community.
- Establish clear procedures for prevention and emergency response.
- Ensure all relevant pupils have Individual Healthcare Plans (IHPs).
- Reduce the likelihood of allergic reactions occurring.
- Ensure prompt and effective treatment of allergic emergencies.
- Record and learn from incidents and near misses.
- Meet statutory requirements and best practice guidance.

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3. Legal Framework

This policy has due regard to:

- Children and Families Act 2014.
- Equality Act 2010.
- Health and Safety at Work etc. Act 1974.
- Food Information Regulations 2014.
- Management of Health and Safety at Work Regulations 1999.
- Supporting Pupils with Medical Conditions at School.
- DfE Statutory Guidance: Allergy Safety in Schools (2026). [gov.uk], [assets.pub...ice.gov.uk]

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4. Scope

This policy applies to:

- All pupils.
- All staff.
- Governors.
- Volunteers.
- Contractors.
- Peripatetic staff.
- Visiting professionals.
- Parents and carers.
- School meals providers.
- Wraparound care staff.
- Educational visit providers.

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5. Definitions

Allergy

A condition where the body's immune system reacts adversely to a substance that is normally harmless.

Allergen

A substance capable of triggering an allergic reaction.

Anaphylaxis

A severe and potentially life-threatening allergic reaction requiring immediate medical treatment.

AAI

Adrenaline Auto-Injector (e.g. EpiPen, Jext, Emerade).

Individual Healthcare Plan (IHP)

A personalised plan outlining a pupil's allergy management and emergency procedures.

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6. Roles and Responsibilities

Governing Body

The Governing Body will:

- Ensure the school complies with statutory duties.
- Approve and review this policy annually.
- Monitor allergy safety arrangements.
- Ensure adequate resources are available.

Headteacher

The Headteacher will:

- Ensure implementation of this policy.
- Appoint a named Allergy Lead.
- Ensure staff receive training.
- Monitor compliance.

Allergy Lead

The Allergy Lead will:

- Maintain the allergy register.
- Coordinate staff training.
- Oversee Individual Healthcare Plans.
- Monitor medication expiry dates.
- Review incidents and near misses.
- Liaise with parents and healthcare professionals.

Staff

Staff must:

- Read and follow this policy.
- Be aware of pupils with allergies.
- Attend allergy training.
- Follow emergency procedures.
- Report concerns immediately.

Parents and Carers

Parents must:

- Inform the school of allergies.
- Provide medical evidence where appropriate.
- Supply prescribed medication.
- Attend review meetings when requested.
- Inform the school of changes.

Pupils

Pupils are encouraged to:

- Develop understanding of their allergy.
- Avoid sharing food.
- Inform staff if they feel unwell.
- Carry medication where agreed and appropriate.

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7. Identifying Pupils with Allergies

The school will:

- Obtain information during admission.
- Request updates annually.
- Record allergies on Bromcom.
- Create Individual Healthcare Plans where needed.
- Share information with relevant staff on a need-to-know basis.
- Maintain an up-to-date allergy register.

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8. Individual Healthcare Plans

An IHP will normally be developed where a pupil:

- Has been diagnosed with an allergy.
- Has been prescribed an AAI.
- Has previously experienced a significant allergic reaction.
- Requires specific risk management.

The IHP will include:

- Allergens and triggers.
- Signs and symptoms.
- Emergency procedures.
- Medication details.
- Photograph of the pupil.
- Educational visit arrangements.
- Contact details.

IHPs will be reviewed:

- At least annually.
- Following any allergic incident.
- Following changes to medical advice.

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9. Allergy Awareness and Prevention

The school adopts a risk-reduction approach.

Food Sharing
Food sharing is not permitted.

Classroom Activities
Staff will consider allergies when planning:

- Cooking.
- Baking.
- Sensory play.
- Art activities.
- Science investigations.
- Fundraising activities.

Rewards
Food-based rewards should be avoided wherever possible.

Celebrations
Parents will be informed of restrictions where appropriate.

Visitors
Visitors providing food must comply with school requirements.

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10. School Meals and Catering
The school and catering provider will:

- Comply with food information regulations.
- Clearly identify allergens.
- Maintain allergen records.
- Reduce cross-contamination risks.
- Ensure staff understand allergen management procedures.

Pupils with allergies will be supported to access safe meals wherever possible.

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11. Nut Awareness

The school operates a nut-aware approach.
We recognise that absolute nut-free environments cannot be guaranteed.

Therefore:

- Parents are requested not to send nut products.
- Staff should avoid nut-containing products.
- School events should consider nut allergy risks.
- Risk assessments will be completed for affected pupils.

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12. Medication Arrangements

Pupils prescribed AAIs must normally have two devices in school.
Medication will:

- Be stored safely.
- Be easily accessible in an emergency.
- Be clearly labelled.
- Be monitored for expiry dates.

The school will maintain spare AAIs in accordance with current legislation and guidance. [gov.uk], [allergyuk.org]

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13. Emergency Response

If an allergic reaction is suspected:

Mild to Moderate Reaction
Staff should:

- Remain calm.
- Follow the pupil's IHP.
- Administer medication if directed.
- Monitor closely.

Suspected Anaphylaxis

Staff must:

1. Administer adrenaline immediately.
2. Call 999 and state "Anaphylaxis."
3. Request an ambulance urgently.
4. Contact parents/carers.
5. Send a familiar member of staff with the child if parents are unavailable.
6. Administer a second AAI if symptoms persist and medical advice indicates this is necessary.
7. Record the incident.

Adrenaline should never be delayed if anaphylaxis is suspected.

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14. Educational Visits

All educational visits will include consideration of allergy risks.
Visit leaders will:

- Review IHPs.
- Carry medication.
- Ensure trained adults attend.
- Liaise with venues where meals are involved.
- Include allergies within risk assessments.

No pupil will be excluded from activities solely because of an allergy where reasonable adjustments can be made.

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15. Wraparound Care and Clubs

After-school clubs, breakfast provision, sports programmes and holiday activities must comply with this policy.
Activity leaders must:

- Know which pupils have allergies.
- Have access to emergency medication.
- Know emergency procedures.

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16. Training

All staff will receive allergy awareness training.
Training will include:

- Understanding allergies.
- Recognising allergic reactions.
- Recognising anaphylaxis.
- Use of AAIs.
- Emergency procedures.
- Incident reporting.

New staff will receive induction training.
Training records will be maintained.
The school may also require contractors, agency staff and regular visitors working with children to demonstrate appropriate allergy awareness training.

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17. Record Keeping

The school will maintain:

- Allergy register.
- Individual Healthcare Plans.
- Medication records.
- Training records.
- Incident records.
- Near miss records.

Records will be managed in accordance with data protection legislation.

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18. Reporting, Learning and Review

All serious incidents and near misses will be reviewed.

The review will consider:

- What happened.
- Contributory factors.
- Actions taken.
- Further preventative measures required.

Findings will be shared appropriately with staff to improve practice. [gov.uk], [assets.pub...ice.gov.uk]

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19. Inclusion and Equality

The school is committed to ensuring pupils with allergies:

- Are not disadvantaged.
- Can participate fully in school life.
- Are treated with dignity and respect.
- Benefit from reasonable adjustments where necessary.

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20. Monitoring and Review

The policy will be reviewed:

- Annually.
- Following significant incidents.
- Following legislative changes.
- Following updates to DfE guidance.

Monitoring will include:

- Training compliance.
- Incident trends.
- Medication audits.
- IHP quality assurance.
- Feedback from families.

Appendix A – Signs of Anaphylaxis

Symptoms may include:

- Swelling of lips, tongue or throat.
- Difficulty breathing.
- Wheezing.
- Persistent cough.
- Hoarse voice.
- Collapse.
- Dizziness.
- Pale or clammy skin.
- Loss of consciousness.

Treat first with adrenaline if anaphylaxis is suspected and call 999 immediately.

Appendix B – IHP Template

<table>
<tr><th colspan="2">NAME – Individual Healthcare Plan for allergy</th></tr>
<tr><td>Date of birth:</td><td rowspan="4">Current photo</td></tr>
<tr><td>Year / class:</td></tr>
<tr><td>Emergency contacts:</td></tr>
<tr><td>Staff who need to be aware:</td></tr>
<tr><td colspan="2">Allergy:
Note what allergy the child or young person has.
Note any known allergens.
Note whether the child or young person is likely to be aware that they are having an allergic reaction and whether they can alert others.</td></tr>
<tr><td colspan="2">How the allergy is managed:
Note any care or action plans or prescribed medication issued by healthcare professionals.
If the allergy can be partly or wholly managed by practical adjustments (for example avoidance of known allergens), note them here.
Note the extent to which the child or young person is able to take responsibility for managing their allergy.</td></tr>
<tr><td colspan="2">Impact on education:
Indicate the potential harm which might come to the child or young person if their allergy is not managed properly.
Indicate how the allergy may impact on the child or young person’s learning.
Indicate how the allergy may impact on the child or young person’s emotional wellbeing.
If relevant, note any interaction between allergy and SEN.</td></tr>
<tr><td colspan="2">Arrangements for support:
Give details of the specific support or adaptations which the school, college or early years setting will put in place, within its educational remit.
Outline measures to reduce the risk of contact with known allergens.
Give details of the specific support or adaptations to manage food allergy at meal and snack times.
Note arrangements for maintaining educational progress where absence or missed learning occurs due to allergy.</td></tr>
<tr><td colspan="2">Visits and trips:
Give details of any arrangements or procedures which may be required for school trips or other activities outside of the normal timetable that will ensure the child can participate.
Note any requirement for a risk assessment and prompts for specific issues which should be considered.</td></tr>
<tr><td colspan="2">Emergency response:
Where an Action Plan issued by a healthcare professional covers emergency response, refer to it and ensure it is attached.
Otherwise summarise the signs or symptoms which would indicate an emergency.
Set out what to do in an emergency, including whom to contact.
If relevant, note where “spare” adrenaline devices are located.</td></tr>
<tr><td>Last discussed with parents:</td><td>Date</td></tr>
<tr><td>Issued by:</td><td>Date:</td></tr>
<tr><td>Next planned review:</td><td>Date:</td></tr>
</table>

Appendix C – School Info/Processes

Location of AAI's in school –

- School office on top of medicine cabinet x 2
- Main cupboard (unlocked) in parish centre x 2
- Trip bag x 2

AAIs (EPIPEN) USE & SEVERE ALLERGY RESPONSE

Adrenaline Auto-Injector (AAI) Quick Reference Guide (for school staff)

If you suspect someone is experiencing anaphylaxis, you must take immediate action.

BEFORE YOU START:

- Stay calm, and act quickly
- Ask someone to call 999
- Get the patients' AAI (or a spare from school supplies)

STEP 1: REMOVE SAFETY CAP

- Take the AAI out of its case
- Remove the safety cap(s)
- Keep fingers away from both ends

STEP 2: POSITION THE DEVICE

- Hold the AAI firmly in your hand
- Place the tip against the mid-outer thigh. This can be done through clothing.

STEP 3: GIVE THE INJECTION

- Push firmly until you hear or feel a click
- Keep the device pressed in place
- Hold for 3 seconds (EpiPen) or 10 seconds (Jext)

STEP 4: REMOVE AND MASSAGE

- Remove the AAI from the thigh
- Massage the area for around 10 seconds

STEP 5: AFTER USE

- Note the time of injection
- Give the used AAI to paramedics
- Be ready to give a second dose after 5 minutes if needed

IMPORTANT POINTS TO REMEMBER

- Always inject into the outer thigh, never into the arm, hand, or buttock
- Can be given through clothing
- Do not delay if symptoms are severe. If in doubt, use the AAI. Adrenaline is safe. Delay is dangerous.





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AAIs (EPIPEN) USE & SEVERE ALLERGY RESPONSE

Allergic Reaction Emergency Flowchart

1. SPOT THE SIGNS

Mild / Moderate:
- Itching, rash, hives
- Mild swelling (lips/eyes)
- Tingling mouth
- Nausea

Severe (Anaphylaxis:
- Difficulty breathing or wheezing
- Swelling of tongue or throat
- Trouble speaking or swallowing
- Dizziness, collapse

2. ACT FAST

- Call for help
- Ask someone to call 999
- Say "This is an anaphylaxis emergency"

3. GIVE ADRENALINE (AAI)
IF IN DOUBT, GIVE ADRENALINE

- Use AAI immediately
- Inject into mid - outer thigh
- Hold in place as instructed on device
- Note time given

4. POSITION

- Lay patient flat, raise legs
- If breathing difficulty, sit slightly
- Do NOT stand or walk
- Recovery position if unconscious

5. MONITOR

- Stay with child
- Check breathing and responsiveness
- Stay calm
- IF NO IMPROVEMENT AFTER 5 MINS, USE SECOND DOSE

6. HANDOVER

- Confirm ambulance arrival
- Give details (time, symptoms, allergies, steps taken)
- Hand over used AAI(s) to paramedics

7. AFTERCARE

- Ensure patient receives an assessment at the hospital
- Inform parents or carers
- Report the incident
- Replace any used AAIs

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