

Allergy Safety Policy

Langford Primary

August 2026

1. Policy Statement

Langford Primary School is committed to providing a safe, inclusive and supportive environment for all pupils, including those with allergies and those at risk of anaphylaxis.

The school recognises that allergies can have a significant impact on a child's health, wellbeing and ability to participate fully in school life. We are committed to taking reasonable steps to reduce risks, support pupils to manage their allergies safely and respond effectively in the event of an allergic reaction.

We will work in partnership with pupils, parents, healthcare professionals, staff, governors and external providers to ensure that pupils with allergies are able to access all aspects of school life safely and without unnecessary barriers.

This policy should be read alongside:

- Supporting Pupils with Medical Conditions Policy
- First Aid Policy
- Health and Safety Policy
- Educational Visits Policy
- Safeguarding and Child Protection Policy
- School Food and Catering Procedures

2. Aims

The aims of this policy are to:

- Support pupils with allergies to access education safely.
- Reduce the risk of exposure to allergens wherever reasonably practicable.
- Ensure staff understand how to recognise and respond to allergic reactions.
- Ensure effective arrangements are in place for the storage and administration of medication.
- Ensure appropriate Individual Healthcare Plans (IHPs) and Allergy Action Plans are maintained.
- Promote a culture of inclusion and prevent discrimination or stigmatisation.
- Ensure incidents and near misses are recorded, reviewed and used to improve practice.
- Meet statutory duties relating to supporting pupils with medical conditions and allergy safety.

3. Roles and Responsibilities

Headteacher

The Headteacher will:

- Ensure this policy is implemented effectively.
- Ensure sufficient staff training is provided.
- Ensure suitable emergency arrangements are in place.
- Ensure adequate supplies of spare Adrenaline Auto Injectors (AAIs) are maintained where permitted by law.
- Report significant incidents to governors as appropriate.

Governing Body

The governing body will:

- Ensure suitable arrangements are in place for supporting pupils with allergies.
- Monitor implementation of this policy.
- Review significant incidents and lessons learned where appropriate.
- Ensure annual review of allergy management arrangements.

Designated Allergy Lead

The school will appoint a designated member of staff to coordinate allergy management.

Responsibilities include:

- Maintaining allergy records.
- Monitoring Allergy Action Plans and Individual Healthcare Plans.
- Coordinating staff training with Senior Leaders.
- Monitoring expiry dates of medication.
- Reviewing incidents and near misses.
- Liaising with parents and healthcare professionals.

All Staff

All staff must:

- Understand the school's allergy procedures.
- Complete allergy awareness training.
- Recognise symptoms of allergic reactions and anaphylaxis.
- Follow emergency procedures.
- Report incidents, concerns and near misses promptly.

Parents and Carers

Parents and carers must:

- Inform the school of any diagnosed allergy.
- Provide prescribed medication and ensure it remains in date.
- Provide relevant medical information and emergency contacts.
- Inform the school of any changes to medical advice or treatment.

4. Identifying Pupils with Allergies

The school will identify pupils with allergies through:

- Admission documentation.
- Medical information forms.
- Communication from parents and healthcare professionals.
- Ongoing review of pupil medical needs.

A register of pupils with allergies will be maintained and made available to relevant staff.

5. Individual Healthcare Plans and Allergy Action Plans

Pupils at risk of anaphylaxis must have an Individual Healthcare Plan (IHP) and/or an Allergy Action Plan. These plans will:

- Be developed with parents and relevant healthcare professionals.
- Identify allergens and triggers.
- Outline signs and symptoms.
- Detail emergency treatment procedures.
- Include emergency contact information.
- Be reviewed at least annually and whenever circumstances change.

6. Staff Training

All staff will receive regular allergy awareness training that includes:

- Understanding common allergies.
- Recognising symptoms of allergic reactions.
- Recognition of anaphylaxis.
- Emergency response procedures.
- Administration of Adrenaline Auto Injectors.
- The school's reporting and recording procedures.

Training will be refreshed annually and provided to new staff as part of induction.

7. Medicines Management

Pupils prescribed AAls should have access to two in-date devices. Where appropriate and safe, pupils may carry their own medication.

Where pupils are unable to carry medication, it will be:

- Stored securely.
- Easily accessible in an emergency.
- Clearly labelled.
- Accompanied by the relevant healthcare documentation.

The school will undertake termly checks of emergency medication and notify parents where replacement medication is required.

8. Spare Adrenaline Auto Injectors

The school will maintain spare AAls in accordance with current legislation and guidance. Spare AAls may be used in an emergency where permitted by legislation and where parental consent and medical authorisation have been obtained. The location of spare AAls will be known to relevant staff.

9. Managing Risks

The school will take reasonable steps to reduce risks associated with allergens. This includes consideration of:

- Catering arrangements.
- School visits.
- Educational visits and residential experiences.
- Curriculum activities involving food.
- After-school clubs.
- Breakfast clubs.
- Lettings and contractors.
- Special events and celebrations.

Appropriate risk assessments will be completed where necessary.

10. Responding to Allergic Reactions

Anaphylaxis is a medical emergency. Where anaphylaxis is suspected:

1. Administer adrenaline without delay in accordance with the pupil's Allergy Action Plan.
2. Call 999 immediately and state "ANAPHYLAXIS".
3. Contact parents/carers.
4. Monitor the pupil continuously until emergency services arrive.
5. Administer a second AAI if symptoms persist after five minutes and this is indicated.
6. Record the incident following the event.

Staff should remember: **IF IN DOUBT, GIVE ADRENALINE.**

11. Inclusion and Anti-Stigmatisation

The school is committed to ensuring that pupils with allergies:

- Are included in all aspects of school life wherever safe and reasonably practicable.
- Are not unnecessarily excluded from activities.
- Are not subject to discrimination.
- Feel safe, respected and supported. The school will actively promote awareness and understanding of allergy safety across the school community.

12. Recording, Reporting and Learning from Incidents

All allergic reactions must be recorded. This is to be recorded on CPOMs. The school will also record:

- Near misses.
- Use of spare medication.
- Administration of adrenaline.
- Significant concerns relating to allergy management.

A review will be undertaken following serious incidents to identify:

- Contributing factors.
- Lessons learned.
- Improvements required.

Actions arising from reviews will be monitored and implemented appropriately. This reflects the requirement to improve incident recording and learning processes. Incidents will be reviewed termly by the Health and Safety Team.

13. Monitoring and Review

The Designated Allergy Lead will undertake an annual review of:

- Training compliance.
- Individual Healthcare Plans.
- Medication checks.
- Incident and near-miss records.
- Risk assessments.
- Catering arrangements.
- Policy implementation.

This policy will be reviewed annually or sooner if legislation or guidance changes.

14. Publication

This policy will be published on the school's website and made available to parents, staff and governors.

