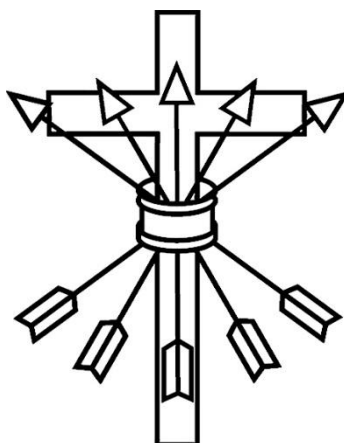


WADDESDON CHURCH OF ENGLAND SCHOOL



ALLERGY SAFETY POLICY

STATUS OF POLICY:	Statutory Policy
BASED ON:	Department of Education – Allergy Safety in Schools statutory guidance dated July 2026
GOVERNING BODY COMMITTEE	FGB
GOVERNING BODY APPROVAL:	September 2026
REVIEW DATE:	September 2027

1. Introduction

This Allergy Safety Policy outlines the school's approach to managing allergies and reducing the risk of allergic reactions, including anaphylaxis. The school is committed to ensuring that pupils and all those on site with allergies are safe, supported, included and able to participate in all aspects of school life.

This policy has been developed in accordance with the Allergy Safety in Schools Statutory Guidance (2026) and should be read alongside other statutory duties relevant to children and young people with allergy (ref: Allergy safety in schools 2026), the School's First Aid Policy, Supporting Pupils with Medical Conditions Policy, Safeguarding Policy and Educational Visits Policy.

2. Aims

The school aims to:

- reduce the risk of exposure to known allergens and ensure prompt and effective care of allergic reactions and anaphylaxis.
- Provide appropriate training for staff ensuring they understand their responsibilities.
- Promote the wellbeing and inclusion of pupils with allergies ensuring they are able to participate safely in all forms of school life and on educational visits and trips.
- Maintain effective communication with parents, pupils, healthcare professionals and staff.

3. Roles and Responsibilities

The Governing Board will ensure this policy is effective, monitor its implementation and compliance; review allergy incidents/near misses; and ensure sufficient resources are available to support this policy.

The Headteacher will ensure this policy is implemented and appoint a named Allergy Safety Lead on the Leadership and Management Team (LMT); ensure appropriate staff training; and that allergy risks are appropriately managed and reviewed.

Allergy Safety Lead (School Business Manager) will ensure annual review of this policy and coordinate staff training; lead investigations of allergy incidents and near misses, evaluating outcomes; and implement any revised practice.

Staff are responsible for being aware of and following this policy; attending Allergy Awareness Training; familiarising themselves with the location of emergency medications, pupils' allergy needs, recognising the signs of allergic reactions and acting promptly; and reporting any incidents or near misses.

Staff and visitors who know they have an allergy and have been prescribed medication are strongly encouraged to inform the school. Staff and visitors are responsible for carrying their own medication, however they are more than welcome to leave spares with the school medical team.

Parents and Carers must inform the school of any allergy diagnosis and provide requested medical evidence, supply in date prescribed medication ensuring medication is carried both on the pupil and a spare is given to school, complete appropriate AAI Healthcare Plans and notify school of any changes.

Pupils must ensure they carry their in date prescribed medication at all times, they are encouraged to inform staff if they feel unwell and must avoid sharing food or drinks.

Recognise the signs of anaphylaxis

A ➔ - Tightening of the throat - Hoarse voice - Difficulty swallowing - Swollen tongue	B ➔ - Sudden wheezing - Difficult or noisy breathing - Persistent cough	C ➔ - Persistent dizziness - Pale or floppy - Suddenly sleepy - Collapse/unconscious
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If any one (or more) of these signs are present: **Don't delay**

① Lie flat with legs raised (if breathing is difficult, allow to sit)

✓

✓

✗

Scan this code for instructions on how to use adrenaline devices

② Give adrenaline device without delay
(use the school's spare device if needed)

③ Immediately dial 999 for ambulance
and say **ANAPHYLAXIS** (ana-fill-axis)

After giving adrenaline:

- Stay with person until ambulance arrives, do NOT stand them up.
 - Keep them lying down, even if things seem to be getting better.
- Phone parent/emergency contact.

If no improvement after 5 minutes, give another dose of adrenaline using a second device, if available.

Commence CPR at any time if there are no signs of life

ALWAYS GIVE ADRENALINE DEVICE FIRST if someone has **SEVERE AND SUDDEN BREATHING DIFFICULTY** (including wheeze, persistent cough or hoarse voice).
THEN SEEK MEDICAL HELP. Anaphylaxis can occur without skin symptoms

4. Staff Training

All school staff, including permanent, part time, cover, temporary, peripatetic, agency workers, regular volunteers and catering staff and any other staff who are present during times when pupils are scheduled to be on site are informed that they need to attend recorded allergy awareness and emergency response training, refreshed at least annually. They are encouraged to refresh their knowledge at any time during the school year.

The training covers their responsibilities of allergy awareness, co-existing conditions (e.g. asthma, eczema), understanding of difference between food allergy, coeliac disease and food intolerances and know where to find information on allergy triggers and the range of symptoms. It will cover recognition of anaphylaxis, risk reduction, emergency procedures, how to use emergency medication including AAI's and how to report following any incident.

5. Identification of those with Allergies

The school will identify pupils with allergies through the admissions process, Individual Healthcare Plans (IHP), AAI Action Plans, School Asthma Cards (SAC) and parent/carer discussion. The IHP, AAI and SAC plans will detail the individual's allergens, triggers, symptoms, treatment and emergency contacts. These plans will be reviewed at least annually and after any incident/near miss. Paper copies of these plans will be stored in the pupils individually labelled Yellow Allergy Bag. Digital copies will be accessible to relevant staff via the school's medical module and pupil profile on the school's system.

A list will be maintained of those pupils for whom an allergy has been diagnosed, the allergens, triggers, type and expiry dates of prescribed medication. This is displayed in the Thorp Office.

Staff and visitors are encouraged to make themselves known to school if they have an allergy and whether they carry emergency medication.

Wellbeing: The school recognises that risks posed by allergy can cause anxiety and pupils are encouraged to discuss this with parents/carers and staff. The wellbeing of pupils is promoted.

6. Minimising risk

The school will minimise the risk of individuals coming into contact with their known allergen(s) by taking reasonable steps to reduce the risk of allergen exposure through food provided and when planning lessons, activities and trips.

The school will work closely with the catering providers to comply with food allergen legislation supporting pupils with food allergies.

For educational visits and offsite activities, allergy risks will be assessed prior to the activity. Staff accompanying the visit/offsite activity will be made aware of those with allergies and to administer relevant emergency medication if required. Pupils at risk of anaphylaxis

should carry their own adrenaline devices and emergency medication. Risk assessments will address travel, catering and emergency contact arrangements.

In addition, all relevant parents/carers are sent the following at the start of every term:

In order to ensure we are complying with the guidance set out by the Government to keep your child as safe as possible, we will require students to carry an AAI in their school bag, as well as leaving a spare one at school. This is to help keep your child safe on their way to and from school, as well as to encourage independence.

7. Responding to Allergic Reactions

IF IN DOUBT, ALWAYS TREAT FOR ANAPHYLAXIS

Reactions can range from mild to severe/anaphylaxis. The pupil's own allergy bag should be immediately accessed along with the collection of their school Yellow Allergy Bag from the Thorp Office. The Healthcare Plan and AAI Plan should be followed. The pupil/person affected must not be left unattended.

If the allergic reaction does not involve Airway/Breathing/Circulation and can be treated with oral antihistamines, they should be closely observed in a safe place for at least one hour after the reaction, as sometimes reactions can develop into anaphylaxis.

Parents/carers must be contacted and informed of the reaction and any medication given, advising urgent medical attention as appropriate.

Reactions which involve Airway/Breathing/Circulation, i.e. anaphylaxis, must be treated immediately. The pupil's prescribed auto adrenaline injection (AAI) should be used if available. If not, a 'spare' AAI can be used. Always dial 999 to request an ambulance and say someone is experiencing anaphylaxis.

Pupils are encouraged to carry their own medication and adrenaline devices where appropriate in discussion with them and their parent/carer. Their safety and best interests should always be of primary concern.

Anyone may take reasonable action to save a life, including administering adrenaline. The law protects and recognises that rescuers act under extreme pressure and in good faith. The expectation is that staff act reasonably, to the best of their ability in an emergency.

8. 'Spare' Adrenaline Auto Injectors and salbutamol inhalers

In accordance with current statutory guidance (Human Medicines (Amendment) Regulations 2017), the school will hold 'spare' AAI's and salbutamol inhalers for emergency use. 'Spare' AAI's will be stored in a Yellow, clearly labelled bag, and 'spare' salbutamol inhalers will be stored in a blue clearly labelled bag. They will be readily accessible in an unlocked central location (Thorp front office reception) ensuring pupils are within 5 minutes of these spare AAI's. All staff will be made aware of this at training. The AAI's and inhalers will be checked,

expiry dates monitored ensuring safe disposal if expired or used. They will be renewed as required.

9. Recording, Monitoring and Review

The school will record all significant allergy related incidents and near misses, including who was involved, what happened, actions taken, outcomes and lessons learned complying with UK GDPR and data protection requirements. Relevant healthcare plans will be reviewed and any trends identified. This policy will be reviewed at least annually and following any significant incidents, near misses or changes to legislation or statutory guidance.