

# Allergy Safety Policy



Christ the King Catholic Primary School



Christ the King  
Primary School

55 Tollington Park  
London N43QW

Tel: 0207 272 5987  
Email: [admin@ctks.co.uk](mailto:admin@ctks.co.uk)  
Web: [www.ctks.co.uk](http://www.ctks.co.uk)

Approval Date

|                         |                |
|-------------------------|----------------|
| Review Date             | September 2027 |
| Policy Owner            | Tracy Lane     |
| Governing Body Approval | September 2026 |

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## 1. Policy Statement

The Governing Body of Christ the King Catholic Primary School is committed to providing a safe, inclusive and supportive environment for all pupils, staff, visitors and volunteers with allergies.

We recognise that allergies can range from mild conditions to life-threatening anaphylaxis and that effective allergy management is essential to safeguarding, wellbeing, equal access to education and participation in all aspects of school life.

This policy has been developed in accordance with the requirements of the Children's Wellbeing and Schools Act 2026, Children and Families Act 2014, Equality Act 2010, and the Department for Education's statutory guidance Allergy Safety in Schools (2026).

This policy applies to:

- Pupils
- Staff
- Volunteers
- Contractors working with pupils
- Visitors
- School meal providers
- External organisations using school premises

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## 2. Roles and Responsibilities

### Named Allergy Safety Lead

The school's designated Allergy Safety Lead is:

**Name:** Tracy Lane

**Position:** Deputy Headteacher/Designated Safeguarding Lead

The Allergy Safety Lead will:

- Lead implementation of this policy.
- Maintain oversight of allergy management arrangements.
- Ensure records are up to date.
- Coordinate training.
- Monitor incidents and near misses.
- Lead annual policy reviews.

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## **Governing Body**

The Governing Body will:

- Ensure a compliant allergy safety policy is in place.
- Monitor implementation.
- Review reports on incidents and near misses.
- Ensure sufficient resources are available.

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## **Executive Headteacher**

The Headteacher will:

- Ensure effective implementation of this policy.
- Allocate appropriate staff responsibilities.
- Ensure training requirements are met.

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## **Staff**

All staff are responsible for:

- Following this policy.
- Attending allergy awareness training.
- Knowing how to identify allergic reactions and anaphylaxis.
- Responding appropriately in emergencies.
- Reducing the risk of allergen exposure.
- Reporting incidents and near misses.

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## **3. Allergy Awareness Training**

All staff working when pupils are on site will receive allergy awareness and emergency response training at least annually.

Training will include:

- Understanding allergy conditions.
- Food allergy, asthma, eczema and hay fever awareness.
- Difference between allergy, coeliac disease and food intolerance.
- Recognition of allergic reactions.
- Recognition of anaphylaxis.
- Emergency response procedures.
- Use of adrenaline devices.
- Use of emergency asthma inhalers.
- Location of emergency medication.
- Review of this policy.
- Reporting incidents and near misses.

## **New Staff**

All new staff will receive allergy awareness information as part of induction before undertaking unsupervised duties.

## **Supply Staff and Volunteers**

Supply staff and regular volunteers will receive appropriate allergy information before commencing duties.

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## **4. Promoting Wellbeing**

The school recognises that living with allergy can cause anxiety and affect wellbeing.

The school will:

- Promote understanding of allergy throughout the school community.
  - Encourage pupils to discuss concerns.
  - Provide reassurance regarding safety measures.
  - Support pupils returning after allergic reactions.
  - Involve pupils and parents in planning support arrangements.
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## **Bullying**

The school takes a zero-tolerance approach to allergy-related bullying.

Examples include:

- Deliberately exposing someone to allergens.
- Threatening exposure.
- Teasing, mocking or excluding pupils because of allergies.
- Interfering with medication.

All incidents will be managed in accordance with the Behaviour and Anti-Bullying Policies.

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## **5. Minimising Risk**

The school adopts an allergy-aware approach rather than claiming to be completely allergen-free.

Reasonable steps will be taken to reduce exposure to known allergens while ensuring full participation in school life.

Measures include:

### Classroom Activities:

Staff must consider allergen risks when planning:

- Art and craft activities
- Science activities
- Cooking activities
- Food technology lessons
- Music activities
- Animal-related activities

Reasonable alternatives will be provided where necessary.

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### **Food Brought into School**

The school expects:

- Lunch boxes to be clearly labelled where required.
  - Parents to inform the school of allergens relevant to school events.
  - Pupils not to share food, utensils, bottles or containers.
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### **Airborne and Contact Allergens**

Where pupils have known airborne or contact allergies, appropriate risk-reduction measures may include:

- Classroom adaptations.
  - Seating arrangements.
  - Enhanced cleaning.
  - Ventilation management.
  - Limiting exposure to identified allergens.
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## **6. Food Allergy Management**

The school works closely with catering providers to ensure compliance with food allergen legislation.

The school will:

- Maintain clear communication with catering providers.
  - Ensure allergen information is readily available.
  - Support pupils requiring allergen-safe meals.
  - Take reasonable steps to prevent cross-contamination.
  - Ensure alternative meals are available where appropriate.
  - Pupils with food allergies will not routinely be separated from their peers during meal times.
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## **7. Identification of Individuals with Allergy**

The school will maintain an allergy register containing:

- Name
- Photograph (where appropriate)
- Known allergens
- Medical conditions
- Emergency medication requirements
- Individual Healthcare Plan status
- Allergy Action Plan status

Information may be obtained from:

- Parents
- Pupils
- Previous settings
- Healthcare professionals
- Existing medical records

Records will be reviewed regularly.

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## **8. Individual Healthcare Plans (IHPs)**

The school will develop an Individual Healthcare Plan where a pupil:

- Has an allergy with functional impact.
- Is at risk of harm from their allergy.
- Requires support arrangements additional to those generally available.

Each IHP will include:

- Allergy details.
- Known allergens.
- Support arrangements.
- Educational impact.
- Wellbeing considerations.
- Medication arrangements.
- Emergency procedures.
- Trip arrangements.
- Review dates.

Current Allergy Action Plans and Asthma Action Plans will be attached where available.

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## **9. Prescribed Adrenaline Devices**

Pupils prescribed adrenaline devices should have rapid access to them at all times.

The school will:

- Encourage pupils capable of self-management to carry their devices.
- Maintain secure but immediately accessible storage where required.
- Ensure access during:
  - Lessons
  - Break times
  - Lunchtimes
  - PE lessons
  - Visits and trips
  - Journeys to and from school where applicable

Records of prescribed adrenaline devices will be maintained and monitored.

Parents are expected to:

- Supply medication before expiry.
  - Replace medication promptly when requested.
  - Provide updated action plans.
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## **10. Spare Adrenaline Devices**

The school stocks emergency spare adrenaline devices in accordance with statutory guidance.

- 2x Epi-pen Junior- 150mg (for children under 6 years of age)
- 2x Epi-pen- 300mg (for individuals over 6 years of age)

### **Storage Locations**

- Medical Cupboard- PPA room

Devices are:

- Stored securely, accessible to all staff
- Clearly labelled.
- Checked monthly.
- Stored in pairs.
- Kept within a five-minute response time from all areas of the site.

Emergency asthma inhalers are stored alongside emergency allergy kits.

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## **Use of Spare Adrenaline**

A spare device may be used when:

- A pupil's prescribed device is unavailable.
  - A prescribed device misfires.
  - A first-time anaphylactic emergency occurs.
  - Delay in treatment would place a person at risk.
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## **11. Emergency Response**

All staff must be familiar with the signs of anaphylaxis.

### **Signs of Anaphylaxis- ABC**

#### **Airway**

- Swollen tongue
- Swollen throat
- Difficulty swallowing
- Hoarse voice

#### **Breathing**

- Wheeze
- Persistent cough
- Breathing difficulty

#### **Circulation**

- Dizziness
  - Collapse
  - Pale or clammy skin
  - Loss of consciousness
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## **Emergency Procedure**

1. Treat as anaphylaxis if in doubt.
2. Administer adrenaline immediately.
3. Dial 999.
4. State:
  - "Anaphylaxis"
  - School address- Christ the King Catholic Primary school, 55 Tollington Park, London N4 3QW
  - Exact location on site.
5. Contact parents/carers.
6. Monitor continuously.

7. Give a second adrenaline dose after five minutes if required.
8. Record the incident.

Staff should never send a pupil to seek help alone.

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## **12. Visits, Educational Visits and Residential Trips**

Pupils with allergies will be enabled to participate fully in trips and visits.

Risk assessments will consider:

- Allergens present.
- Catering arrangements.
- Emergency medication.
- Access to emergency services.
- Staff training.
- Communication procedures.

Pupils prescribed adrenaline must have immediate access to their devices on trips.

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## **13. Serious Incidents and Near Misses**

The school adopts a learning-focused, no-blame approach to incident review.

All serious incidents and near misses will be:

- Recorded.
- Investigated.
- Reported to parents.
- Reviewed by the Allergy Safety Lead.

Records will include:

- Who was involved.
- What happened.
- Contributing factors.
- Actions taken.
- Lessons learned.

Where necessary, reviews may result in amendments to:

- This policy.
  - Risk assessments.
  - Individual Healthcare Plans.
  - Staff training programmes.
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#### **14. Information Sharing and Data Protection**

Allergy information is treated as special category personal data under UK GDPR.

The school will ensure:

- Information is accurate and up to date.
  - Access is limited to those needing to know.
  - Information is shared respectfully and lawfully.
  - Confidentiality is maintained wherever possible.
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#### **15. Awareness of This Policy**

This policy will be:

- Published on the school website.
- Available on request.
- Included in staff induction.
- Referenced during annual training.
- Shared with parents as required.

The school will promote allergy awareness throughout the school community.

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#### **16. Unacceptable Practice**

The school will not:

- Prevent pupils accessing medication.
  - Ignore medical advice.
  - Require parents to attend school routinely to administer medication.
  - Exclude pupils from activities due to allergy without justification.
  - Send pupils experiencing symptoms unaccompanied.
  - Penalise pupils for allergy-related absences.
  - Require parents to accompany pupils on trips solely because of allergy.
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#### **17. Monitoring and Review**

This policy will be reviewed:

- At least annually.
- After any serious incident.
- Following significant changes in guidance or legislation.

**Next Review Date:** [Insert]

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**Approved by:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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\*This template has been written to align with the requirements and expectations set out in the statutory guidance contained in