

Brunshaw Primary School

Burnley



***‘Inspiring children to be resilient and aspirational learners,
within a positive and considerate community.’***

Pupil Allergy Policy

September 2026

Agreed by Governors: 26/11/26

1. Aims

This policy:

- Sets out our school's approach to allergy management, including reducing the risk of exposure and the procedures in place in case of allergic reaction
- Makes clear how our school supports pupils with allergies to ensure their wellbeing and inclusion
- Promotes and maintain allergy awareness among the school community
- Reflects current Department for Education guidance and emerging best practice in allergy management, including recommendations arising from national allergy safety campaigns.

2. Legislation and guidance

This policy is based on the Department for Education's guidance on allergies in schools and supporting pupils with medical conditions at school, the Department of Health and Social Care's guidance on using emergency adrenaline auto-injectors in schools, and the following legislation:

- The Food Information Regulations 2014
- The Food Information (Amendment) (England) Regulations 2019
- The Children and Families Act 2014
- Supporting Pupils at School with Medical Conditions (DfE statutory guidance)
- Keeping Children Safe in Education 2026
- Equality Act 2010
- Working Together to Safeguard Children (latest edition)

The school recognises that pupils with severe allergies may be protected under the Equality Act 2010 and will make reasonable adjustments to ensure full participation in school life.

3. Roles and responsibilities

We take a whole-school approach to allergy awareness. Allergy information is obtained prior to admission and reviewed as part of transition arrangements for all pupils joining the school, including Reception children.

3.1 Allergy lead

The nominated allergy lead is the Headteacher.

They're responsible for:

- Promoting and maintaining allergy awareness across our school community
- Recording and collating allergy and special dietary information for all relevant pupils

- Ensuring:
 - All allergy information is up to date and readily available to relevant members of staff
 - All pupils with allergies have an allergy action plan completed by a medical professional
 - All staff receive an appropriate level of allergy training
 - All staff are aware of the school's policy and procedures regarding allergies
 - Relevant staff are aware of what activities need an allergy risk assessment
- Keeping stock of the school's adrenaline auto-injectors (AAIs)
- Regularly reviewing and updating the allergy policy

3.2 Medical Lead

The Medical Lead is responsible for:

- Coordinating the paperwork and information from families
- Coordinating medication with families
- Checking spare AAIs are in date
- Any other appropriate tasks delegated by the allergy lead
- Upkeep of the medical register to inform staff in school of children and allergies
- Liaising with parents and medical professionals to ensure that Individual Healthcare Plans are in place. Every child at risk of anaphylaxis will have:
 - medical care plan
 - parental consent
 - emergency contacts
 - medication details which are reviewed annually

3.3 Teaching and support staff

All teaching and support staff are responsible for:

- Promoting and maintaining allergy awareness among pupils
- Maintaining awareness of our allergy policy and procedures
- Being able to recognise the signs of severe allergic reactions and anaphylaxis
- Attending appropriate allergy training as required
- Being aware of specific pupils with allergies in their care
- Staff will carefully consider the necessity of using food within the curriculum and will undertake a risk assessment before activities involving allergens.

- Ensuring the wellbeing and inclusion of pupils with allergies

3.4 Designated members of staff

In addition to the responsibilities of teaching and support staff, designated members of staff will also be responsible for helping to administer AAIs. These are members of staff who have volunteered and been trained to help pupils with AAIs in an emergency. A list of trained designated staff is maintained by the Medical Lead and reviewed annually.

3.5 Parents

Parents are responsible for:

- Being aware of our school's allergy policy
- Providing the school with up-to-date details of their child's medical needs, dietary requirements, and any history of allergies, reactions and anaphylaxis
- If required, providing their child with 2 in-date adrenaline auto-injectors and any other medication, including inhalers, antihistamine etc. and making sure these are replaced in a timely manner
- Carefully considering the food they provide to their children as packed lunches and snacks, and trying to limit the number of allergens included
- Following the school's guidance on food brought in to be shared
- Updating the school on any changes to their child's condition

3.6 Pupils with allergies

These pupils are responsible for:

- Being aware of their allergens and the risks they pose
- Understanding how and when to use their adrenaline auto-injector
- If age-appropriate, carrying their adrenaline auto-injector on their person and only using it for its intended purpose (designated members of staff are still expected to help administer the AAI if the pupil is not able to do so)

3.7 Pupils without allergies

These pupils are responsible for:

- Being aware of allergens and the risk they pose to their peers
- Older pupils might also be expected to support their peers and staff in the case of an emergency.
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4. Assessing risk

The school will conduct a risk assessment for any pupil at risk of anaphylaxis taking part in:

- Lessons such as food technology
- Science experiments involving foods
- Crafts using food packaging
- Off-site events and school trips
- Any other activities involving animals or food, such as animal handling experiences or baking

* A risk assessment for any pupil at risk of an allergic reaction will also be carried out where a visitor requires a guide dog.

5. Managing risk

5.1 Hygiene procedures

Pupils are reminded to wash their hands before and after eating

Sharing of food is not allowed

Pupils have their own named water bottles

5.2 Catering

The school is committed to providing safe food options to meet the dietary needs of pupils with allergies.

Catering staff receive appropriate training and are able to identify pupils with allergies

School menus are available for parents to view with ingredients clearly labelled

Where changes are made to school menus, we will make sure these continue to meet any special dietary needs of pupils

Food allergen information relating to the 'top 14' allergens is displayed on the packaging of all food products, allowing pupils and staff to make safer choices. Allergen information labelling will follow all legal requirements that apply to naming the food and listing ingredients, as outlined by the Food Standards Agency (FSA)

Catering staff follow hygiene and allergy procedures when preparing food to avoid cross-contamination

5.3 Food restrictions

We acknowledge that it is impractical to enforce an allergen-free school. However, we would like to encourage pupils and staff to avoid certain high-risk foods to reduce the chances of someone experiencing a reaction. These foods include:

Packaged nuts

Cereal, granola or chocolate bars containing nuts

Peanut butter or chocolate spreads containing nuts

Peanut-based sauces, such as satay

Sesame seeds and foods containing sesame seeds

If a pupil brings these foods into school, they may be asked to eat them away from others to minimise the risk, or the food may be confiscated.

5.4 Insect bites/stings

When outdoors:

Shoes should always be worn

Food and drink should be covered

5.5 Animals

Hygiene procedures for managing allergies to animals such as dogs, we as a school will ensure:

All pupils will always wash hands after interacting with animals to avoid putting pupils with allergies at risk through later contact

Pupils with animal allergies will not interact with animals

5.6 Support for mental health

Pupils with allergies can experience bullying and may also suffer from anxiety and depression relating to their allergy.

Pupils with allergies will have additional support through:

Pastoral care

Regular check-ins with familiar adults

Ensuring that they feel included in experiences and trips e.g. residential trips.

5.7 Events and school trips

For events, including ones that take place outside of the school, and school trips, no pupils with allergies will be excluded from taking part. The school will plan accordingly for all events and school trips and arrange for the staff members involved to be aware of pupils' allergies and to have received adequate training. Appropriate measures will be taken in line with the schools AAI protocols for off-site events and school trips (see section 7.5).

Before educational visits staff will confirm:

- medication is present
- medication is in date
- emergency plan accompanies pupil
- trained adult identified
- emergency services access considered

6. Procedures for handling an allergic reaction

6.1 Register of pupils with AAI

The school maintains a register of pupils who have been prescribed AAI or where a doctor has provided a written plan recommending AAI to be used in the event of anaphylaxis. The register includes:

- Known allergens and risk factors for anaphylaxis
- Whether a pupil has been prescribed AAI(s) (and if so, what type and dose)
- Where a pupil has been prescribed an AAI, whether parental consent has been given for use of the spare AAI which may be different to the personal AAI prescribed for the pupil
- A photograph of each pupil to allow a visual check to be made

The register is kept by the Medical Lead and can be checked quickly by any member of staff as part of initiating an emergency response

Allowing all pupils to keep their AAI with them will reduce delays and allows for confirmation of consent without the need to check the register.

6.2 Allergic reaction procedures

As part of the whole-school awareness approach to allergies, all staff are trained in the school's allergic reaction procedure, and to recognise the signs of anaphylaxis and respond appropriately.

If a pupil has an allergic reaction, the staff member will initiate the school's emergency response plan, following the pupil's IHC plan

- If an AAI needs to be administered, a member of staff member will use the pupil's own AAI, or if it is not available, a school one. It will only be administered by a designated member of staff trained in this procedure.

If the pupil has no allergy action plan, staff will follow the school's procedures on responding to allergy and, if needed, follow guidelines on Anaphylaxis.

If a pupil needs to be taken to hospital, staff will stay with the pupil until the parent arrives, or accompany the pupil to hospital by ambulance

If the allergic reaction is mild (e.g. skin rash, itching or sneezing), the pupil will be monitored and the parents informed immediately.

In the event of suspected anaphylaxis:

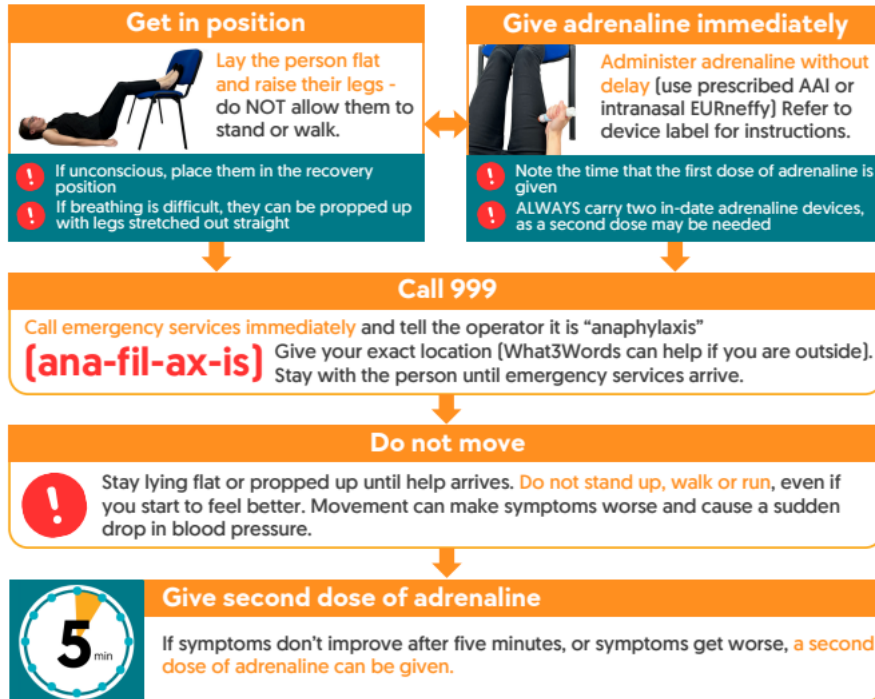
- administer adrenaline immediately
- call 999 stating "anaphylaxis"
- note the time the AAI was given
- administer a second AAI after 5 minutes if symptoms persist and one is available
- inform parents
- accompany the pupil to hospital

Be Allergy Aware & Save a Life

Anaphylaxis is a serious and life-threatening reaction to allergens such as food, insect stings, medication and latex.

In the event of a serious allergic reaction, time is critical.

What to do in an emergency



6.3 Following allergic reaction procedures

Following any allergic reaction procedure, the school will:

- complete an accident/incident report and record the incident on CPOM's, our record keeping system
- review the response
- notify parents
- review the healthcare plan
- identify learning points

7. Adrenaline auto-injectors (AAIs)

7.1 Purchasing of spare AAIs

The allergy lead is responsible for buying AAIs and ensuring they are stored according to the guidance.

Our AAI's are provided by Anaphylaxis Kitt Medical. We have 3 across the school - one in the main building and one in The EFYS / Meadows building and one in the second unit, Clover. The company are responsible for replacing the devices when they expire and if they are informed of their use. CPD is provided with the kit and is undertaken annually by all employed staff. All staff receive practical training in the administration of adrenaline auto-injectors to ensure appropriate cover at all times.

The emergency allergy kit contains:

- spare AAIs
- instructions for use
- expiry register
- list of eligible pupils
- incident record forms

7.2 Storage (of both spare and prescribed AAIs)

The allergy lead will make sure all AAIs are:

Stored at room temperature (in line with manufacturer's guidelines), protected from direct sunlight and extremes of temperature

Kept in a safe and suitably central location to which all staff have access at all times, but is out of the reach and sight of children. AAIs will be kept in the staff room at the Foundation Centre and the store cupboard in the main school entrance above the medicine cabinet as this is locked. They are stored in labelled, accessible areas. Medication will be readily accessible within the time required for emergency treatment and stored according to Department of Health guidance.

7.3 Maintenance (of spare AAIs)

The Headteacher and the Medical Lead are responsible for checking monthly that:

The AAls are present and in date

Replacement AAls are obtained when the expiry date is near

7.4 Disposal

AAls can only be used once. Once an AAI has been used, it will be disposed of in line with the manufacturer's instructions.

7.5 Use of AAls off school premises

Pupils at risk of anaphylaxis who are able to administer their own AAls should carry their own AAI with them on school trips and off-site events

A member of staff trained to administer AAls in an emergency should be present on school trips and off-site events

8. Training

The school is committed to training staff in allergy response. This includes:

- How to reduce and prevent the risk of allergic reactions
- How to spot the signs of allergic reactions (including anaphylaxis)
- Where AAls are kept on the school site, and how to access them
- The importance of acting quickly in the case of anaphylaxis
- The wellbeing and inclusion implications of allergies
- Site staff, before and after school staff are paediatric first aid trained or first aid at work trained.
- There is always a member of first aid trained staff on school trips.
- External providers, sports coaches, contractors and volunteers will be informed of relevant allergy information before working with pupils.
- New members of staff, volunteers and regular supply staff receive allergy awareness training as part of their induction before working unsupervised with pupils.

9. Monitoring and Review

The Headteacher and Governing Body will monitor:

- incidents
- training
- medication checks
- policy effectiveness
- annual review

10. Links to other policies

This policy links to the following policies and procedures:

Health and safety policy

Supporting pupils with medical conditions policy

School food policy

Approved: September 2026

Review: September 2027