POLICY DOCUMENT

Allergy Policy

Princess May Primary School's approach to allergy safety — 2026–2027

Governing Body Representative (GBR)	Kristofer McGhee (Chair of Governors)
Signed by (GBR)	
Date approved	4 September 2026
Next review due by	September 2027
Related policies	Supporting Pupils with Medical Conditions Policy; First Aid Policy; Anti-Bullying Policy; SEND Policy; Complaints Policy
Aligned to	The Children's Wellbeing and Schools Act 2026; section 100, Children and Families Act 2014; the Human Medicines Regulations 2017; and the direction of the DfE consultation response Supporting Pupils with Medical Conditions at School (July 2026)

1. Aims and legal basis

This is a new policy for the 2026–2027 academic year. The Children's Wellbeing and Schools Act 2026 introduced a statutory duty on schools to have an allergy safety policy, alongside the existing duty under section 100 of the Children and Families Act 2014 to make arrangements for supporting pupils with medical conditions. The Department for Education has confirmed, in its July 2026 response to a consultation on this guidance, that it will publish statutory guidance on allergy safety reflecting that consultation. This policy reflects the government's confirmed direction of travel ahead of that guidance being published, and will be updated once it is.

This policy aims to:

- keep pupils with allergies safe, and reduce the risk of an allergic reaction or anaphylaxis in school;
- make sure all staff can recognise an allergic reaction and know how to respond, including in an emergency;
- ensure pupils with allergies are included fully in school life, including food provision, trips and activities; and
- support the wellbeing of pupils with allergies, recognising the anxiety and social impact an allergy can have, alongside the physical risk.

This policy should be read alongside the Supporting Pupils with Medical Conditions Policy, which sets out our wider approach to Individual Healthcare Plans (IHPs), managing medicines and emergency procedures, and which applies equally to pupils with allergies.

2. Roles and responsibilities

Reflecting the government's confirmed approach, this policy is overseen by a named senior leader rather than a named governor. The named senior leader responsible for allergy safety is Hannah Blunden (SENCO), who champions this policy on behalf of the school; responsibility for its delivery sits with the school as a whole, not with any one individual.

The named senior leader will:

- make sure this policy is understood and followed by all staff;
- ensure IHPs are in place for pupils who need them, in line with the Supporting Pupils with Medical Conditions Policy;
- ensure staff, including catering and wraparound-care staff, receive appropriate allergy awareness training;
- ensure spare adrenaline auto-injectors (AAIs) are stocked, in date, and accessible in an emergency; and
- ensure this policy is reviewed at least annually, and that a serious incident or near miss prompts consideration of whether it needs to change.

All staff, including supply, catering and wraparound-care staff, are responsible for:

- knowing which pupils in their care have a known allergy, and following their IHP;
- recognising the signs of an allergic reaction and anaphylaxis, and knowing how to respond; and
- reporting any allergic reaction or near miss immediately, in line with section 10.

Parents are asked to tell the school about any known allergy as early as possible, to provide up-to-date information and any prescribed medication, and to be involved in developing their child's IHP. Pupils are supported to understand their own allergy in an age-appropriate way, and to know who to tell if they feel unwell or are worried about something they have eaten.

3. Identifying and recording allergies

Parents are asked about known allergies when a child joins the school, and can tell the school about a new or changed allergy at any time. All known allergies are recorded on Arbor and communicated to relevant staff, including catering staff, class teachers and those running clubs or trips.

Statutory guidance on food information focuses on 14 major allergens — celery, cereals containing gluten, crustaceans, eggs, fish, lupin, milk, molluscs, mustard, tree nuts, peanuts, sesame, soybeans, and sulphur dioxide/sulphites — and our catering team labels food accordingly. However, we recognise that a pupil can be allergic to something outside this list, and staff remain alert to any known allergen for an individual pupil, whatever it is. We also recognise that a first allergic reaction can happen without any prior diagnosis, and that not all allergies relate to food — for example, insect stings, latex, or environmental triggers — so staff respond to a suspected reaction based on symptoms, not only on whether an allergy has already been recorded.

4. Individual healthcare plans for allergies

A pupil with a diagnosed allergy that has a functional impact on them in school, or that puts them at risk of harm, will normally have an IHP, developed in line with the process set out in the Supporting Pupils with Medical Conditions Policy. For allergies, an IHP will typically record: the allergen(s); the pupil's usual symptoms and what an emergency reaction looks like for them; their prescribed medication, including any adrenaline auto-injector, and where it is kept; step-by-step emergency instructions; and any adjustments needed for food provision, classroom activities, or trips. As with all IHPs, this is the school's record of how it will deliver the advice and any prescribed emergency plan provided by the pupil's clinician — it is not a substitute for that clinical advice.

5. Preventing exposure

Food provision

Our catering team is made aware of all pupils with a food allergy, and menus and dishes are clearly labelled for the 14 major allergens. Where a pupil has a known allergy, staff take reasonable steps to prevent cross-contamination in food preparation and serving, and pupils with allergies are seated and supervised at lunchtime in line with their IHP. Parents are welcome to discuss menus or provide a packed lunch where this better manages their child's allergy.

Classroom and whole-school practice

Where appropriate, class teachers make other pupils and parents aware of a classroom allergy (for example, a nut allergy) without breaching a family's confidentiality, so that food is not brought in that could put a pupil at risk; cooking, science and food-related activities are planned with known allergies in mind. Non-food allergens, such as latex or specific plants, are considered as part of routine risk assessment where relevant to a pupil's IHP.

Trips and off-site activities

Risk assessments for trips and visits consider any pupil allergies, and the member of staff in charge of first aid carries the pupil's prescribed medication, including any adrenaline auto-injector, along with a spare device where the school holds one, in line with the First Aid Policy.

6. Staff training

All staff, including supply staff, catering staff and those running before- and after-school clubs, receive allergy awareness training, so that they can recognise the signs of an allergic reaction and anaphylaxis, understand this policy, and know how to respond in an emergency. Training is

practical and scenario-based, and includes how to recognise a reaction even where a pupil does not have a known, diagnosed allergy. Staff who administer an adrenaline auto-injector as part of a pupil's IHP receive specific training and are confirmed as competent by a healthcare professional, in line with the Supporting Pupils with Medical Conditions Policy; general allergy awareness training does not, by itself, authorise a member of staff to carry out a clinical procedure.

7. Emergency response to anaphylaxis

Anaphylaxis is a severe, life-threatening allergic reaction. Signs can include:

- swelling of the lips, face, throat or tongue;
- difficulty breathing or swallowing, or a persistent cough;
- hives, itching or a flushed appearance;
- a fast heartbeat, dizziness, or collapse; and
- a feeling of impending doom, or sudden distress in a young child.

Any member of staff who suspects a pupil is having a severe allergic reaction will call 999 immediately, stating ‘anaphylaxis’, and follow the pupil's IHP and the school's normal emergency procedures. An adrenaline auto-injector — the pupil's own prescribed device, or a spare device held by the school — will be administered without delay where indicated, in line with training and any IHP; adrenaline can be used to save a life in a genuine emergency even where a pupil does not have their own prescribed device. The pupil is kept lying down (or sitting if breathing is easier) and calm, and a second dose is given after 5 minutes if there is no improvement and further adrenaline is available. Staff will stay with the pupil until the ambulance arrives, and parents will be contacted immediately.

8. Spare adrenaline auto-injectors

In line with the exemption in the Human Medicines Regulations 2017, and reflecting the strong support confirmed in the government's July 2026 consultation response, the school stocks ‘spare’ general-use adrenaline auto-injectors for emergency use, in addition to any device prescribed to an individual pupil. Spare devices are stored in the First Aid room and are clearly marked; their expiry dates are checked regularly by the named senior leader or a nominated member of staff, and devices are replaced before they expire.

A spare device may be used in a genuine emergency to save a life, including for a pupil who is not already known to have an allergy, where staff reasonably believe the pupil is experiencing anaphylaxis. Where a pupil already has their own prescribed adrenaline auto-injector, this is used first; a spare device is used only if the pupil's own device is not available, has already been used without effect, or the pupil does not have a prescribed device.

9. Supporting wellbeing and preventing bullying

We recognise that living with an allergy can affect a pupil's confidence and wellbeing, not only their physical safety — for example, feeling excluded from food-based activities, birthday celebrations or trips, or anxious about accidental exposure. Staff take a proactive, inclusive approach so that pupils with allergies can take part fully and confidently in school life, and any concerns about teasing or bullying related to a pupil's allergy are addressed through our Anti-Bullying Policy. Pupils' and parents' views are sought when developing and reviewing IHPs and this policy, so that support reflects their actual experience, not just clinical risk.

10. Record keeping, incidents and near misses

Any allergic reaction, however minor, is recorded on Arbor on the same day, in line with the First Aid Policy, and parents are informed the same day. A near miss — for example, a pupil being served food containing an allergen but not eating it, or a mislabelled dish being caught before serving — is also recorded, even though no reaction occurred, because it can reveal a gap in our systems before a child is harmed.

Any serious allergic reaction or near miss is reported to the named senior leader, who considers, together with the pupil's parents and healthcare professionals where relevant, whether it reveals a weakness in this policy, an individual IHP, or wider school practice, and whether these need to be reviewed and strengthened as a result. Where emergency services were involved, or an adrenaline auto-injector was used, this is also reported to the Health and Safety Executive where it meets the criteria in RIDDOR 2013, in line with the First Aid Policy.

11. Monitoring and review

This policy is owned by the named senior leader, Hannah Blunden (SENCO), and is reviewed at least annually and approved by the governing board. A serious incident or near miss will prompt the named senior leader to consider whether the policy needs to be reviewed sooner; this does not mean the policy is rewritten after every event, but that each is used as an opportunity to check it remains effective. This policy will also be reviewed once the Department for Education publishes its statutory guidance on allergy safety.

12. Links with other policies

- Supporting Pupils with Medical Conditions Policy;
- First Aid Policy;
- Anti-Bullying Policy;
- SEND Policy and SEND Information Report; and
- Complaints Policy.