



CHILTON FOLIAT CofE VA PRIMARY SCHOOL



Our School Christian Vision

With thankfulness, courage and love,
we strive to improve heart and mind.

At Chilton Foliat Primary School we honour our educational heritage, supported by a strong Christian ethos. We strive to provide a diverse education that inspires children to develop a **thirst for knowledge**. This is delivered in a safe, thoughtful and nurturing environment promoting self-discipline, motivation and excellence in all that we do. We encourage strong partnerships and inclusive relationships amongst pupils, parents, carers, staff and the wider community. Our children leave Chilton Foliat Primary School with a deep understanding of the impact of living out our school Christian vision and values. As a result, they are well-rounded, confident and able to contribute positively to a wider community. They want to continue to **thirst for knowledge** and strive to improve **heart** and **mind** enjoying a diverse curriculum in their next educational setting.

Allergy Safety Policy 2026

Date Reviewed	September 2026
Review Period	Annually /2 Yearly/Readopted/Other
Review Body	Headteacher/Governing Body

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Purpose

- To minimise the risk of any individual suffering an allergic reaction whilst at school or attending any school related activity.
- To ensure staff are properly prepared to recognise and manage allergic reactions should they arise.

Introduction and Core Principles

In line with Benedict's Law, Chilton Foliat Primary School are committed to providing a safe, inclusive, and welcoming environment for all children, young people, staff, and visitors with allergies. Recognising the serious and potentially life-threatening risk posed by anaphylaxis, this policy establishes robust risk-mitigation measures and emergency response protocols.

Chilton Foliat Primary School has a whole school awareness approach, because it ensures all staff and pupils are aware of what allergies are, the importance of avoiding exposure to known allergens, the signs & symptoms, how to deal with allergic reactions and to ensure procedures are in place to minimise risk of exposure.

Chilton Foliat Primary School understands that severe allergies are included in the Equality Act, 2010. The act considers a person disabled if they have a physical or mental impairment that has a substantial and long-term negative effect on their ability to carry out normal daily activities.

This policy focuses on allergies and anaphylaxis. Other medical conditions are managed through the school's Supporting Pupils with Medical Conditions arrangements."

Emergency Treatment and Management of Anaphylaxis

What to look for:

Symptoms usually come on quickly, within minutes of exposure to the allergen.

Mild to moderate allergic reaction symptoms may include:

- a red raised rash (known as hives or urticaria) anywhere on the body
- a tingling or itchy feeling in the mouth
- swelling of lips, face or eyes
- stomach pain or vomiting
- mild throat tightness
- sudden change in behaviour

These symptoms are treated with antihistamines.

More serious symptoms are often referred to as the ABC symptoms and can include:

- **AIRWAY** - swelling in the throat, tongue or upper airways (tightening of the throat, hoarse voice, difficulty swallowing).
- **BREATHING** - sudden onset wheezing, breathing difficulty, noisy breathing, persistent

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cough.

- **CIRCULATION** - dizziness, feeling faint, sudden sleepiness, tiredness, confusion, pale clammy skin, loss of consciousness.

As soon as anaphylaxis is suspected, adrenaline must be administered without delay.

Action:

- Keep the individual where they are, call for help and do not leave them unattended.
- LIE individual FLAT WITH LEGS RAISED – they can be propped up if struggling to breathe but this should be for as short a time as possible.
- USE ADRENALINE DEVICE WITHOUT DELAY and note the time given. Adrenaline should be administered in accordance with the instructions for the prescribed device. Specific instructions vary by brand – always follow the instructions on the device.
- CALL 999 and state ANAPHYLAXIS (ana-fil-axis).
- If no improvement after 5 minutes, administer second adrenaline device
- If no signs of life commence CPR.
- Call parent/carer as soon as possible.
- Whilst you are waiting for the ambulance, keep the individual where they are. Do not stand them up, or sit them in a chair, even if they are feeling better. This could lower their blood pressure drastically, causing their heart to stop.
- All individuals must go to hospital for observation after anaphylaxis even if they appear to have recovered as a reaction can recur after treatment.

Minimising Risk and Exposure to Allergens

Minimising risk and the exposure to allergens is central to ensuring that individuals with allergies are safe from harm. Even a small amount of allergen can cause a reaction.

Blanket bans, especially to nuts, create a false sense of security. Whilst there are 14 key food allergens that cause over 90% of reactions, any food can cause a reaction.

Chilton Foliat Primary School is allergy aware ensuring that the staff and pupils are actively aware of the risk posed by allergens, take steps to minimise the risk of exposure and have robust emergency response plans in place.

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Chilton Foliat Primary School completes a school wide allergy risk assessment that seeks to minimise the risks of exposure to known allergens.

Chilton Foliat Primary School will ensure that allergy is included in all school risk assessments to identify risks and plan control measures to minimise the risk of exposure.

Chilton Foliat Primary School will ensure that the risk of exposure is minimised by:

- all school staff allergy training every year
- educating pupils through awareness assemblies and within PSHE
- communicating with all visitors, temporary staff and cover staff that they will be teaching a pupil with an allergy and ensuring that the member of staff has been trained in allergy and anaphylaxis emergency response
- working closely with parents/carers and health professionals to understand the pupil's allergy
- monitoring this policy to ensure that the agreed practices are implemented
- establishing and maintaining high hygiene standards amongst staff, pupils and visitors.

Food Provision and Catering

Chilton Foliat Primary School will manage the risk of food allergy and provide clear information on allergens in food provided by:

- ensuring school caterers provide information on food allergens to parents/carers and have this available for the pupils to check independently
- provide pupil's allergen information to the caterers in a timely manner to ensure that pupils can eat safely
- enabling parents/carers to liaise with the school catering manager
- identify pupils with allergies at point of service by photos in the kitchen
- ensure that food is always labelled as unlabelled food poses a potentially greater risk of allergen exposure than packaged food with precautionary ("may contain") labelling suggesting a risk of contamination with allergen. This applies to foods used within the classroom curriculum (e.g. cooking) as well that from the school kitchen or canteen
- teach pupils not to food share, trade food or share utensils or food containers with the reasons why
- where food is not directly provided by the school (for example brought in as treats or to celebrate birthdays) parent/carer permission will be sought in advance to ensure inclusion and safety for pupils with allergies
- ensuring The Friends members who are serving food have a basic awareness of allergen management ([Food Standards Agency Allergy Awareness](#))

Medication and Adrenaline Devices (ADs)

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People at risk of anaphylaxis are prescribed two adrenaline devices which they should carry with them at all times. This includes the journey to and from;

- school,
- the classroom
- lunch area
- playground
- sports field
- when on visits or trips

Adrenaline devices must be stored at room temperature (in line with manufacturer's guidelines) and not be exposed to extremes of heat. They should not be refrigerated or left in direct sunlight.

Spare Adrenaline Devices

The Human Medicines (Amendment) Regulations 2017 permit "spare" adrenaline devices to be used for the purpose of saving a life. This might be, for example, a child presenting for the first time with anaphylaxis due to an undiagnosed allergy.

Chilton Foliat Primary School holds spare adrenaline devices for use in emergency situations. These are not a replacement for a pupil's own adrenaline device.

Pupils prescribed adrenaline are expected to have their own adrenaline devices with them at school for use in an emergency.

The school maintains spare adrenaline auto-injectors in accordance with the Human Medicines (Amendment) Regulations 2017.

These are located in: **the Staff Room and are stored in containers** labelled **Emergency Anaphylaxis Kit.**

The Allergy Lead is responsible for checking that adrenaline devices are in date and remain clear (not cloudy) monthly. They will secure replacements one month before the current adrenaline device expires.

Adrenaline devices that are used will be disposed of in a sharps box, kept in the school office or given to the paramedic. Adrenaline devices that are out of date or where the adrenaline has degraded will be taken to a pharmacy to be disposed of.

The Human Medicines (Amendment) Regulations 2017 do not require consent to have been obtained for "spare" adrenaline devices to be used. It can be good practice for the school, college or setting to obtain advance consent from parents or the young person for "spare" adrenaline devices to be used, so that in an emergency, consent can be assumed to be in place. However, in an emergency anyone may take reasonable action to save a life without checking whether prior consent has been given.

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Pupil self-management

Depending on their level of understanding and competence, pupils will be encouraged to take responsibility for and to always carry their own two adrenaline devices on them in a suitable labelled bag/container.

Staff Training and Emergency Response

Annual allergy awareness and anaphylaxis training will be provided to all relevant staff, including recognition of symptoms, use of emergency medication, risk reduction measures and emergency procedures.

Emergency preparedness

Throughout the year staff will be reminded of key aspects of the policy such as:

- how to find out who has an allergy
- the storage of spare adrenaline
- practice with adrenaline trainer devices

During fire drills and lockdown practices, Chilton Foliat Primary School will ensure that a pupil's adrenaline device is with them. Following an evacuation, staff will ensure pupils are reunited with their prescribed medication as soon as it is safe to do so.

Roles and Responsibilities: Allergy Lead and governing body

The governing body are responsible for ensuring that the school's policy sets out the arrangements to reduce the risk of individuals coming into contact with their known allergens and sets out the emergency response plan for cases of anaphylaxis. The governing body will monitor implementation of this policy through the school's health and safety arrangements.

The Allergy Lead is responsible for:

- systems to collect allergy information during the enrolment process, ensuring that this information is shared with the catering. Outside of the normal admission point, ensures that information is shared staff and catering teams as soon as possible but within two weeks of the pupil starting
- holding a register of pupils and staff with allergies including whether they hold adrenaline and whether they have an allergy action plan
- ensures that systems are robust for the identification of pupils at mealtimes.

Communication about:

- the policy
- the pupils who are on the register of those with allergies
- The importance of recording and reporting near misses and incidents.

Communication with:

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- governors to provide updates about the policy implementation
- health and Safety and Designated Safeguarding Leads to keep allergy safety as part of their roles
- outside agencies such as Health and Safety Executive (HSE) if a report under RIDDOR is needed
- caterer; the procedures in the kitchen and the procedures for ensuring that the pupils with allergies are provided with a safe meal
- parents/carers to enable them to input into IHPs (Individual Healthcare Plans) and to request allergy action plans when appropriate
- spare adrenaline devices and making sure these are checked and in date, with replacements being secured before the current ones expire
- that IHPs are created and communicated.

Training

- ensuring that all staff receive annual training and that allergy is included in induction even for short term members of staff
- ensures that all staff have the opportunity to practice with trainer adrenaline devices at least annually but ideally a few times a year.

All Staff:

Responsible for:

- understanding their role in implementing this policy, recognising signs of allergic reactions, and acting swiftly in an emergency
- implementing the pupil's IHP
- creating an inclusive curriculum
- curriculum adaptation to minimise risks
- completing risk assessments for, curriculum activities involving food, trips and visits including sporting events
- building proactive relationships with parents/carers
- reporting near misses and incidents

Parents:

Responsible for:

- adhering to this policy
- providing school with the information they need to create individual health care plans
- updating school when reactions happen outside of school or any changes to the pupil's allergy and its management.
- ensuring that the pupil always has in date medication with them at school

Identification of Individuals with Allergies

Admissions and Transitions

Allergy information will be collected during admissions and shared appropriately with relevant staff. Information will also be transferred during pupil transitions.

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Information Sharing

UK GDPR does not prevent the sharing of a pupil's health information (special category data). Relevant information is securely compiled and shared as necessary in a controlled way with teaching staff, support staff, supply cover, and catering teams while maintaining appropriate data privacy.

Pupil Individual Healthcare Plans (IHPs) and Allergy Action Plans

Where appropriate and agreed within the Individual Healthcare Plan, pupils may carry their own emergency medication.

Allergy action plans

Allergy Action Plans provided by healthcare professionals will be held by the school and incorporated into Individual Healthcare Plans where appropriate. Parents are responsible for providing updated copies and emergency medication.

Individual Healthcare Plans (IHPs)

Individual Healthcare Plans (IHPs) are an important communication tool that set out the arrangements required to ensure pupils with allergies can participate fully and safely in school life. They identify the specific risk-reduction measures, support and emergency procedures necessary for each pupil.

IHPs are school-owned documents developed in partnership with parents/carers, pupils (where appropriate) and relevant healthcare professionals. Where professional advice is unavailable, the school may seek support from the School Nursing Service.

Any allergy action plan and/or asthma plan must be attached to and form part of the IHP.

IHPs will be reviewed at least annually, whenever there is a change in a pupil's medical needs, following an allergy-related incident or near miss, and as part of transition arrangements. Relevant information will be shared with staff, including temporary, supply and cover staff where necessary.

Chilton Foliat Primary School will ensure that:

- pupils with an allergy action plan and/or asthma plan have an IHP
- pupils whose allergy requires management beyond the universal arrangements in place for all pupils have an IHP
- IHPs are developed for pupils who are awaiting diagnosis where there is sufficient evidence of a suspected allergy and support arrangements are required.

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School Trips and External Visits

Staff leading school trips will ensure they carry all relevant emergency supplies. Trip leaders will check that all pupils have their medication including adrenaline devices with them before departure. Where essential emergency medication is unavailable, school leaders will undertake an immediate risk assessment to determine whether the visit can proceed safely.

In conjunction with the allergy lead, the trip leader will review the risk assessment to determine whether the school's spare adrenaline devices should be taken on the trip.

Chilton Foliat Primary School will provide additional spare adrenaline devices should the risk assessment for the trip deems it necessary to take them ensuring that pupils remaining in school still have access to spare adrenaline devices should the need arise.

Chilton Foliat Primary School will notify the host school, when arranging a sporting fixture, that a member of the team has a known allergy requiring management.

Serious Incidents and "Near Misses"

Chilton Foliat Primary School approaches serious incidents and "near misses" in a "no blame" spirit, seeking to learn lessons and address any issues which the incident identified, so that pupils are better protected in the future.

All allergy incidents and near misses will be recorded, reviewed and used to improve practice. Individual Healthcare Plans and risk assessments will be updated where necessary.

Chilton Foliat Primary School will confirm what it has learned from the incident and outline any actions it is taking as a result. The pupil's IHP will be updated if necessary.

Safeguarding

Chilton Foliat Primary School recognises that a safeguarding referral may be needed if an incident highlighted concern that the child or young person might be at an increased risk of being neglected, abused or exploited by persons inside or outside of their family unit because of their medical condition. This might occur where relevant information about a child or young person's medical condition is not provided to a school, or where they are repeatedly sent without essential medication, thereby putting the individual at risk.

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