



TAPESTRY LEARNING PARTNERSHIP

Allergy Policy

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Revision History

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1.0 Aims

This policy aims to:

- Provide a safe environment for pupils, staff and visitors with allergies
- Reduce the risk of exposure to allergens and allergic reactions
- Ensure prompt and effective treatment of allergic reactions and anaphylaxis
- Support the inclusion, wellbeing and educational participation of pupils with allergies
- Promote awareness and understanding of allergies throughout the school community
- Meet the requirements of current statutory guidance regarding allergy safety in schools

2.0 Roles and Responsibilities

Allergy Lead

Each school will appoint a named member of the Senior Leadership Team (SLT) as the Allergy Lead.

The Allergy Lead is responsible for:

- Driving implementation of this policy
- Promoting allergy awareness across the school
- Maintaining records relating to allergies
- Ensuring relevant pupils have an up-to-date Allergy Action Plan
- Ensuring Individual Healthcare Plans (IHPs) are in place where required
- Organising annual staff training
- Monitoring incidents and near misses
- Maintaining emergency allergy equipment
- Reviewing the policy annually
- Ensuring the policy is available to staff and parents

Medical Officer or nominated person

The Medical Officer or nominated person will:

- Support collection of medical information
- Liaise with families and healthcare professionals
- Support medication management
- Assist in monitoring medical records and expiry dates of medication

Teaching and Support Staff

All teaching and support staff must:

- Follow this policy
- Attend required allergy training
- Understand emergency procedures
- Be aware of pupils with allergies in their care
- Take reasonable steps to minimise allergen exposure
- Refer to relevant Healthcare Plans and Allergy Action Plans
- Report incidents and near misses

Catering Staff

Catering staff are responsible for:

- Providing accurate allergen information
- Following food safety and allergen management procedures

- Preventing cross-contamination
- Attending relevant allergy training

Parents and Carers

Parents and carers are responsible for:

- Informing the school/academy of any allergies
- Providing medical evidence where appropriate
- Supplying required medication, including prescribed AAls
- Providing updated Healthcare Plans and Allergy Action Plans
- Ensuring medication remains in date
- Informing the school of any changes in medical circumstances

Pupils with Allergies

Pupils are encouraged, where age and understanding permit, to:

- Understand their allergies
- Avoid known allergens
- Carry prescribed medication when agreed
- Inform an adult immediately if they feel unwell or believe they have been exposed to an allergen

All Pupils

All pupils are expected to:

- Respect allergy safety measures
- Avoid sharing food
- Follow staff instructions regarding allergen management
- Support classmates with allergies responsibly

3.0 Legislation and Guidance

This policy is based on:

- Children's Wellbeing and Schools Act 2026
- Allergy Safety in Schools Statutory Guidance
- Supporting Pupils with Medical Conditions at School
- Guidance on Using Emergency Adrenaline Auto-Injectors in Schools
- Food Information Regulations 2014
- Food Information (Amendment) (England) Regulations 2019
- Relevant Health and Safety legislation

The policy will be reviewed annually.

4.0 Allergy Awareness and School Culture

The Trust promotes a culture of awareness, inclusion and respect regarding allergies.

The Trust recognises that allergies can have a significant impact on emotional wellbeing and anxiety levels.

The Trust and schools/academies will:

- Promote understanding of allergies
- Encourage inclusive practice
- Address allergy-related bullying promptly

- Provide pastoral support where necessary
- Encourage pupils to seek support if worried about their allergy or medical condition

5.0 Identification of Allergies and Medical Needs

The school/academy will maintain an up-to-date register of individuals with known allergies.

This will include:

- Pupils with diagnosed allergies
- Pupils prescribed AAls
- Known allergens
- Emergency contact details
- Medication requirements
- Healthcare Plans
- Allergy Action Plans
- Consents relating to emergency medication

Information will be obtained through:

- Admission forms
- Annual updates
- Medical forms
- Parents/carers
- Previous settings
- Healthcare professionals

6.0 Individual Healthcare Plans and Allergy Action Plans

An Individual Healthcare Plan (IHP) will be developed where a pupil:

- Has a medical condition or allergy requiring additional arrangements
- Is at risk of harm due to their allergy
- Requires support beyond standard school arrangements

The IHP may include:

- Known allergens
- Signs and symptoms
- Medication requirements
- Emergency procedures
- Reasonable adjustments
- Educational visits arrangements

Where available, a healthcare professional's Allergy Action Plan or Asthma Action Plan will be attached to the IHP. These plans will be reviewed at least annually or whenever circumstances change.

7.0 Assessing Risk

Risk assessments will be carried out for pupils with allergies when participating in:

- Food technology lessons
- Science investigations involving allergens
- Arts and crafts activities

- Animal handling activities
- School visits
- Residential visits
- Sporting activities
- Special events
- Activities involving food preparation

Appropriate controls will be identified and implemented.

8.0 Minimising Risk and Allergy Management

Hygiene Procedures

The school encourages:

- Handwashing before and after eating
- Cleaning of eating areas
- Good personal hygiene
- No sharing of food, drinks or eating utensils

Food Management

The school is committed to providing accurate allergen information.

The school will:

- Display allergen information where required
- Support pupils with dietary needs
- Work closely with catering providers
- Follow food safety legislation

Food Brought Into School

The school recognises that creating a completely allergen-free environment is not practical.

However, the school strongly discourages high-risk allergen foods where a known risk exists.

Staff will assess circumstances and implement proportionate risk-reduction measures where necessary.

Airborne and Contact Allergens

Where pupils have allergies to airborne or contact allergens, reasonable measures will be implemented to minimise risk.

Animals

Appropriate risk assessments will be undertaken before animal visits.

Handwashing facilities will be used following animal contact.

Insect Stings

When outdoors:

- Food and drinks should be covered
- Appropriate footwear should be worn
- Staff will remain vigilant regarding insect activity

Wellbeing Support

Pupils with allergies may receive:

- Pastoral support
- Access to wellbeing services
- Regular check-ins where appropriate

9.0 Procedures for Allergic Reactions and Anaphylaxis

All staff must respond immediately to concerns that a pupil may be experiencing an allergic reaction.

Signs may include:

- Swelling of lips, tongue or throat
- Difficulty breathing
- Wheezing
- Persistent cough
- Sudden collapse
- Severe rash or hives
- Dizziness
- Loss of consciousness

In an emergency:

1. Follow the pupil's Allergy Action Plan
2. Administer an AAI immediately if anaphylaxis is suspected
3. Call 999 and state "anaphylaxis suspected"
4. Contact parents/carers
5. Monitor the pupil continuously
6. Administer a second AAI after 5 minutes if symptoms persist and another device is available
7. Ensure the pupil is assessed by medical professionals

No pupil who receives adrenaline should remain in school without assessment by healthcare professionals.

All incidents must be recorded.

10.0 Adrenaline Auto-Injectors (AAIs)

Prescribed AAIs

Pupils prescribed AAIs must have rapid access to them at all times.

This includes:

- Classrooms
- Dining areas
- Playgrounds
- Sports facilities
- School visits and trips

The school aims to ensure that no pupil is more than five minutes away from adrenaline in an emergency.

Spare AAls

The school will maintain spare AAls in accordance with Department of Health guidance.

Spare AAls:

- Will be stored in pairs
- Will be easily accessible
- Will not be locked away
- Will be clearly labelled
- Will be stored separately from prescribed medication

Where necessary, additional emergency kits will be positioned around the school site.

Storage

AAls will:

- Be stored at room temperature
- Be protected from extreme temperatures
- Be accessible to trained staff
- Be checked regularly

Monitoring and Maintenance

The Medical Lead will ensure monthly checks of:

- Expiry dates
- Physical condition
- Stock levels
- Replacement arrangements

Emergency Anaphylaxis Kit

The school will maintain an emergency anaphylaxis kit containing:

- Spare AAls
- Instructions for use
- Expiry date records
- Incident recording forms
- Emergency contact information

Disposal

Used or expired AAls will be disposed of safely in accordance with local guidance and manufacturer instructions.

11.0 Educational Visits, Trips and Off-Site Activities

No pupil with allergies will be excluded from educational visits solely due to their allergy.

Risk assessments will consider:

- Allergen exposure risks
- Food arrangements
- Emergency treatment arrangements
- Travel arrangements
- Availability of medication
- Staff training requirements

Pupils prescribed AAls should have access to their medication throughout the visit. Trained staff will accompany visits where required.

12.0 Serious Incidents and Near Misses

The school will maintain records of:

- Allergic reactions
- Anaphylaxis incidents
- Administration of AAls
- Accidental allergen exposure
- Near misses

Following incidents, the school will review:

- Causes
- Response effectiveness
- Risk control measures
- Training needs

Any necessary improvements will be implemented promptly

13.0 Training

All staff who may supervise pupils will receive annual allergy awareness and emergency response training.

Training will include:

- Understanding allergies
- Recognition of allergic reactions
- Recognition of anaphylaxis
- Emergency response procedures
- Administration of AAls
- Use of Healthcare Plans and Action Plans
- Allergy risk reduction strategies
- Reporting incidents and near misses
- The wellbeing impact of allergies

New staff will receive allergy awareness information as part of induction arrangements. Supply staff and temporary staff will be provided with essential allergy information before undertaking duties.

14.0 Information Sharing and Data Protection

Information relating to allergies will be managed in accordance with UK GDPR and Data Protection legislation.

The school will:

- Share information only on a need-to-know basis
- Ensure relevant staff have access to essential medical information
- Store records securely
- Respect the dignity and privacy of pupils

Information necessary to protect health and safety may be shared appropriately with staff and emergency services.

15.0 Monitoring, Review and Policy Awareness

This policy will be:

- Reviewed annually or following any significant allergy-related incident
- Reviewed following significant incidents or near misses
- Published on the school website
- Made available to parents on request
- Included within staff training programmes

The school/academy will also promote age-appropriate allergy awareness among pupils to support a safe and inclusive environment.

16.0 Links to Other Policies

This policy should be read alongside:

- Health and Safety Policy
- Supporting Pupils with Medical Conditions Policy
- First Aid Policy
- Off Visits Policy
- Behaviour Policy
- Data Protection Policy
- Safeguarding and Child Protection Policy