Guided by God, we build a community of learners who flourish and are filled with hope.

Keighley St Andrew's C of E Primary School and Nursery

Allergy Safety Policy

Approved on:	**September 2026**
To be reviewed on:	**September 2027**
Approved by:	**Full Governing Body**

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Statement of intent

Keighley St Andrew's is committed to ensuring the health, safety, and well-being of all pupils, staff, and visitors who live with severe allergies and anaphylaxis. In accordance with Benedict's Law (introduced under the Department for Education's statutory guidance *Allergy Safety in Schools*), the school adopts a proactive, whole-school approach to allergy management, allergen risk reduction, and emergency preparedness.

This policy aims to:

- Ensure every pupil with a known or unknown allergy is safely supported and fully included in all aspects of school life, including trips, dining, and extracurricular activities.
- Establish clear roles and responsibilities across the school community for allergy prevention and management.
- Ensure all members of staff receive mandatory, annual allergy awareness and emergency response training.
- Maintain clear emergency response procedures, including the rapid deployment of prescribed and spare unassigned Adrenaline Auto-Injectors (AAIs).
- Maintain an active system for logging, investigating, and reviewing allergic incidents and near-misses.

Legal framework

This policy has due regard to legislation and statutory guidance, including, but not limited to, the following:

- DfE (2026) 'Allergy Safety in Schools' statutory guidance (Benedict's Law)
- Children's Wellbeing and Schools Act 2026
- Health and Safety at Work etc. Act 1974
- DfE (2015) 'Supporting pupils at school with medical conditions'
- Human Medicines (Amendment) Regulations 2017 (allowing schools to hold spare AAIs)
- DfE (2021) 'Statutory framework for the early years foundation stage'

This policy is implemented in conjunction with the following school policies:

- First Aid Policy
- Administering Medication Policy
- Health and Safety Policy
- Supporting Pupils with Medical Conditions Policy
- Educational Visits and School Trips Policy

Roles and responsibilities

The Governing Board is responsible for:

- Ensuring the school complies with statutory duties under Benedict's Law and DfE *Allergy Safety in Schools* guidance.
- Appointing a named member of the Senior Leadership Team (SLT) as the Designated Allergy Lead.
- Reviewing this standalone policy annually and ensuring it is published on the school website.

The Headteacher and Designated Allergy Lead are responsible for:

- Overseeing the daily implementation of this policy and maintaining the school's Central Allergy Register.
- Ensuring all staff (teaching, support, catering, lunchtime supervisors, premises, and office staff) complete annual allergy training.
- Overseeing risk assessments for food preparation, school trips, and special events.
- Ensuring spare emergency AAIs are stocked, checked monthly, and accessible within 5 minutes across all areas of the school.
- Investigating and recording all allergic reactions and near-miss incidents, and reporting outcomes to governors and parents.

School Staff are responsible for:

- Completing annual allergy and anaphylaxis training.
- Knowing which pupils in their care have allergies and being familiar with their Individual Healthcare Plans (IHPs)
- Recognising the early signs of an allergic reaction and knowing how to respond rapidly in an emergency.
- Following risk-mitigation measures during classroom activities, food technology, and educational visits.

Parents/Carers are responsible for:

- Informing the school immediately upon admission or diagnosis of any allergies, medical conditions, or dietary restrictions.
- Providing two in-date, prescribed Adrenaline Auto-Injectors (AAIs) and relevant antihistamines in their original dispensed packaging.
- Working with the school to complete and annually update their child's IHP.

Identification and Individual Healthcare Plans (IHPs)

- Upon admission or diagnosis, parents must complete an Allergy Information Form.
- An Individual Healthcare Plan (featuring the child's photograph, specific allergens, early symptoms, and emergency protocols) will be created for any pupil with a diagnosed allergy or at risk of anaphylaxis.

- A formal medical diagnosis is not strictly required to implement an IHP if a functional risk to the pupil is identified.
- A Central Allergy Register is maintained by the school office and made securely accessible to class teachers, teaching assistants, lunchtime supervisors, and catering staff.

Whole-staff training and awareness

- In compliance with Benedict's Law, all staff likely to be on site while children are present must undergo mandatory annual allergy awareness and emergency response training.
- Training covers:
    - Identifying common allergens (food, insect stings, latex, medications).
    - Spotting early symptoms of allergic reactions (mild/moderate) vs. severe anaphylaxis (Airway, Breathing, Consciousness).
    - Step-by-step administration of AAIs (including EpiPen, Jext, Emerade, or nasal adrenaline sprays).
    - Practical allergen risk reduction in classrooms and dining areas.
- Refresher training and emergency response walkthroughs are conducted periodically throughout the academic year.

Practical risk reduction and inclusion

Classroom and School Environment:

- Keighley St. Andrew's operates an allergen-aware environment. Nuts and high-risk allergen products are discouraged in packed lunches and snacks.
- Food items are not used as rewards or incentives in classrooms.
- Birthday treats brought from home must be pre-packaged with clear ingredient labels; homemade baked goods are not permitted for distribution with children.

Dining and Catering:

- Kitchen staff receive specific allergen management and cross-contamination training.
- Clear ingredient signage and allergen matrices are maintained for all school meals.
- Lunchtime supervisors are fully trained to recognise allergic reactions and monitor children during mealtimes.

Inclusion and Extracurricular Activities:

- Pupils with allergies will never be excluded from school trips, sports days, residential visits, or extracurricular clubs due to their condition.
- Offsite risk assessments must explicitly detail allergy arrangements, including carrying prescribed AAIs, mobile spare AAIs, and named trained staff.

Emergency management and spare Adrenaline Auto-Injectors (AAIs)

Emergency Response Protocol:

1. Immediate Action: If an allergic reaction is suspected, staff must not leave the child unattended.
2. Assess Symptoms: Look for signs of anaphylaxis (difficulty breathing, swelling of mouth/throat, hoarseness, dizziness, confusion, collapse).
3. Administer AAI Immediately: If anaphylaxis is present, administer the child's prescribed AAI or a school spare AAI without delay.
4. Call 999: Dial 999 immediately, state "ANAPHYLAXIS", and follow operator instructions.
5. Positioning: Keep the pupil flat with legs raised (or sitting up slightly if breathing is difficult). Do not stand or move the pupil.
6. Second Dose: If no improvement is seen after 5 minutes, administer a second AAI.

School Emergency Spare AAIs:

- In accordance with Benedict's Law, the school maintains a stock of emergency, unassigned AAIs.
- These spare devices are kept in an unlocked, central location in the School Office and can be accessed within 5 minutes from any area of the school premises.
- Emergency spare AAIs may be administered to:
    - Any pupil whose own prescribed AAI is unavailable, broken, or misfired.
    - Any pupil or staff member experiencing a first-time severe anaphylactic reaction where no prior diagnosis existed, under emergency 999 operator guidance.
- The office performs monthly audit checks to verify expiry dates and kit contents.

Incident and "near miss" reporting

- Every instance of an allergic reaction - or 'near miss' (e.g. an allergen accidentally served or brought into class but intercepted) must be formally recorded using the school's Incident Reporting System.
- The Designated Allergy Lead (Mrs Freebury) and Headteacher will review every incident to determine the root cause, review protocols, and update risk assessments.
- Outcomes and lessons learned from incident investigations will be formally communicated and reported to the Governing Board.

Emergency drills and policy monitoring

- Simulated Allergy Drills: The school will conduct regular emergency allergy response drills (similar to fire evacuation drills) to test staff readiness, communication lines, and AAI access times.

- Review: This policy will be reviewed annually by the Governing Board, or immediately following any serious allergic incident or updates to DfE guidance.