

NORTH ROAD COMMUNITY PRIMARY SCHOOL



Allergy Safety Policy

October 2026 First Edition

Review Group	Curriculum and Pupils Committee
Review frequency	Bi-annually
Last review date	First Edition
Due for review	January 2027

Approved by Pupils and Curriculum Committee (via FGB): 14th October 2026

Agreed by Full Governing Body: 14th October 2026

ALLERGY SAFETY POLICY

October 2026

Equality Impact Assessment (EIA) Statement

This policy has been reviewed in line with our commitment to promoting equality, diversity, and inclusion. The assessment considered the potential impact on individuals and groups with protected characteristics under the Equality Act 2010, including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

No adverse impacts have been identified. The policy is designed to ensure fair access, remove barriers to participation, and foster a safe, respectful learning environment for all students, staff, and visitors. Where potential risks to equality were noted, reasonable adjustments and inclusive practices have been incorporated to mitigate them. The school will monitor the implementation of this policy and review it regularly to ensure it continues to meet the needs of our diverse community. Feedback from stakeholders will be welcomed and used to inform future updates.

1. Introduction

North Road Community Primary School is committed to ensuring the safety, wellbeing, and inclusion of all pupils, staff, and visitors with allergies. In line with Section 34 of the *Children's Wellbeing and Schools Act 2026*, all schools must have an allergy safety policy.

The headteacher will act as **Allergy Safety Lead**, responsible for:

- Implementing this policy
- Overseeing allergy safety arrangements
- Leading or contributing to annual reviews

This Policy will be reviewed annually or more frequently following incidents or near misses. The Governing Body will ensure this Policy is accessible on the school website and available from the school office in hard copy on request.

2. Culture of Allergy Awareness

2.1 Staff Training

All staff present when pupils are on site will receive **annual allergy awareness and emergency response training**, including:

- Permanent staff.
- Temporary staff.
- Supply teachers.
- Peripatetic staff.
- Agency workers.
- Regular volunteers.
- Catering and Cleaning staff.

Training will ensure staff:

- Understand allergy types (food allergy, asthma, eczema, hay fever).
- Know the difference between allergy, coeliac disease, and intolerance.
- Can identify symptoms of allergic reactions and anaphylaxis.
- Know how to call emergency services and inform parents.
- Know how to locate and administer emergency medication (AAIs, inhalers).
- Understand the school's allergy safety policy.
- Know how to check the Allergy Register and use Action Plans.
- Understand responsibilities in reducing allergen exposure.
- Know how to report incidents and near misses.

Induction and Supply Staff

All new staff will receive allergy awareness training as part of an induction. Supply and cover staff will be briefed by the office staff before starting work on site.

2.2 Wellbeing

North Road recognises that allergies can significantly impact wellbeing. The school will:

- Support pupils with allergy-related anxiety.
- Promote inclusion and confidence.
- Prevent and respond robustly to bullying related to allergy.

2.3 Minimising Risk

North Road will minimise exposure to allergens through the following measures:

Food Provided by School

- Clear allergen information for all meals.
- Kitchen staff trained in allergen management.
- Procedures to prevent cross-contamination.

Food Brought from Home

- Clear guidance to parents on safe foods.
- No food sharing between pupils.
- Staff vigilance during snack and lunch times.

Airborne or Contact Allergens

Where pupils have airborne/contact allergies, reasonable measures will be put in place (eg cleaning routines, avoidance of specific materials).

Curriculum Activities

Teachers will assess allergen risks at all times but notably during:

- Science.
- Art/craft.
- Music.

- Cooking.
- Activities involving animals.

Trips and External Visits

Dynamic risk assessments will include allergen exposure risks and emergency arrangements.

3. Individual Children and Young People

3.1 Identification

North Road will maintain an **Allergy Register** listing:

- Pupils, staff and visitors with known allergies.
- Their allergens.
- Whether they carry medication.
- Whether they have an Individual Healthcare Plan (IHP).
- Whether they have an Allergy Action Plan.

Information will be gathered from staff, visitor, parents, previous settings and healthcare professionals.

3.2 Individual Healthcare Plans (IHPs)

An IHP will be created for pupils who:

- Have an allergy with a functional impact.
- Are at risk of harm.
- Require arrangements beyond general school practice.

IHPs will:

- Detail support arrangements.
- Include emergency procedures.
- Refer to or attach Allergy Action Plans or Asthma Action Plans.
- Be updated whenever new medical information is provided.

3.3 Prescribed Adrenaline (AAs)

All School AAs will be kept in the school office, with an extra pack available for staff to take on School Visits. The School will ensure any personal pupil prescribed AAs are always easily accessible in accordance with their IHP and Action Plans.

The school will:

- Allow pupils to take AAs home daily if required.
- Check expiry dates regularly.
- Maintain records of prescribed AAs, IHPs and Action Plans.

4. School-Wide Arrangements

4.1 Spare Adrenaline Devices

North Road will maintain “spare” AAls in clearly labelled emergency kits in the school office.

The school will ensure:

- Spare AAls are accessible within **five minutes** anywhere on site.
- Devices are stored in **pairs**.
- Devices are not locked away.
- Expiry dates are checked regularly.
- Used/out-of-date devices are safely disposed of.

4.2 Visits and Trips

For trips, North Road will:

- Conduct individual risk assessments.
- Ensure pupils carry their own AAls.
- Ensure trained staff accompany the group.
- Ensure spare AAls are available where appropriate.

4.3 Serious Incidents and Near Misses

North Road will:

- Record all incidents and near misses.
- Review procedures following incidents.
- Allow parents and healthcare professionals to report incidents that occur after the pupil has left school.

4.4 Information Sharing

A child or young person’s health information is considered special category data under UK GDPR. The School will share allergy information appropriately and lawfully as follows:

- Store data securely.
- Share only when necessary.
- Respect pupil dignity and privacy.

4.5 Awareness of the Policy

North Road will:

- Publish this policy on the school website.
- Ensure all staff understand the policy.
- Include allergy safety in annual training.
- Raise awareness among pupils where appropriate and agreed with parents.

5. Monitoring and Review

This policy will be reviewed:

- **Annually**, or

- After any serious incident or near miss

The Headteacher will oversee the review process and report to the Governing Body.

- **Appendix 1** – Sample IHP.
- **Appendix 2** – Sample Allergy Register.
- **Appendix 3** - Emergency Response Flowchart.

Appendix 1

Sample IHP

Individual Healthcare Plan	
Name:	Picture:
Date of birth:	
Class:	
Emergency contact:	
People who need to know:	
Information sharing:	
Parental consent:	
Date issued:	Last discussed with parents:
Next review:	
Medical condition:	
My medical condition means that:	
Are there any physical restrictions caused by the medical condition(s)?	
How my condition is managed:	
How my condition affects my education:	
<u>Impact on health</u>	
<u>Impact on learning</u>	
<u>Impact on wellbeing</u>	
How my conditions affects my life:	
Are there any considerations needed at meal or snack times?	
School's arrangements to support me:	
<u>Medication:</u>	
<u>Awareness:</u>	
<u>Curriculum:</u>	
<u>Training:</u>	
School environment:	
Visits and trips:	
Emergency response:	
Is the student aware of their health worsening? Are they able to alert an adult?	
Student's comments:	
Signed: <i>School: name and role</i>	Signed: <i>parent or carer</i>
Date:	Date:

Appendix 2

Sample Allergy Register

Name	Class	Year	First Name	Legal Last Name	Medical Conditions	Severity	Symptoms	Adverse

Emergency Response Flowchart

Be Allergy Aware & Save a Life

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

Recognise the **ABC symptoms** and act quickly - you could save a life.

