



Forton Primary School

Allergy Policy

Aims

This policy aims to:

- Set out Forton Primary School's approach to allergy management, including reducing the risk of exposure and the procedures in place in case of allergic reaction
- Make clear how the school supports pupils with allergies to ensure their wellbeing and inclusion
- Promote and maintain allergy awareness among the school community

Legislation and Guidance

This policy is based on:

- DfE guidance on allergies in schools and supporting pupils with medical conditions
- Department of Health and Social Care guidance on emergency adrenaline auto-injectors
- The Food Information Regulations 2014
- The Food Information (Amendment) (England) Regulations 2019

Roles and Responsibilities

Forton Primary School takes a whole-school approach to allergy awareness.

Allergy Lead

The nominated allergy leads : **Lorna Boase/ Headteacher and Lynne Oliver/Bursar**

They are responsible for:

- Promoting and maintaining allergy awareness across the school
- Recording and collating allergy and dietary information for relevant pupils
- Ensuring all allergy information is up to date and accessible
- Ensuring all pupils with allergies have a Health Care Plan including an allergy action plan/risk assessment
- Ensuring all staff receive appropriate allergy training
- Maintaining stock of the school's adrenaline auto-injectors (AAIs)
- Reviewing and updating the allergy policy regularly

Medical Lead Responsibilities

- Coordinating paperwork and information from families
- Coordinating medication with families
- Checking spare AAIs are in date
- Creating Medical and Health Care Plans and risk assessments
- Consulting the school nurse where required

Teaching and Support Staff

All staff are responsible for:

- Promoting allergy awareness among pupils
- Understanding the school's allergy policy and procedures
- Recognising signs of allergic reactions and anaphylaxis
- Attending allergy training
- Being aware of pupils with allergies in their care
- Considering allergens when planning lessons and activities
- Ensuring inclusion and wellbeing of pupils with allergies
- Reporting concerns immediately
- Avoiding bringing high-risk products into school
- Checking donated items (e.g., raffle prizes) for allergens
- Reading and understanding risk assessments

Parents/Carers

Parents/carers are responsible for:

- Being aware of the school's allergy policy
- Providing up-to-date medical and dietary information
- Providing two in-date AAIs and any other required medication
- Ensuring packed lunches and snacks avoid high-risk foods
- Ensuring any shared food is shop-bought with clear ingredient labels and handed to the office for checking
- Updating the school on any changes to their child's condition

Pupils with Allergies

Where appropriate to age and ability, pupils are responsible for:

- Being aware of their allergens
- Understanding how and when to use their AAI
- Carrying their AAI if appropriate and agreed

Pupils Without Allergies

Pupils are encouraged to:

- Be aware of allergens and the risks to peers
- Be kind and supportive to classmates with allergies

Assessing Risk

A risk assessment will be completed for any pupil at risk of anaphylaxis, considering:

- Break and lunchtime risks
- Food technology and activities involving food
- Afterschool clubs
- Science experiments involving food
- Crafts using food packaging
- Off-site visits and trips
- Activities involving animals
- Whether the pupil can safely carry their own AAI

Managing Risk

Hygiene Procedures

- Regular handwashing
- No sharing of food
- Named water bottles for pupils

Catering

- Catering staff trained in allergen awareness
- Menus created to meet dietary needs
- Menus available for parents
- Allergen information displayed on packaged foods
- Procedures in place to avoid cross-contamination

Food Restrictions

The 14 legally recognised allergens are listed and monitored. High-risk foods discouraged from being brought into school include:

- Packaged nuts
- Nut-containing cereal/granola/chocolate bars
- Peanut butter or nut-based spreads
- Peanut-based sauces
- Sesame seeds and sesame-containing foods

Confiscation may occur if these foods are brought in.

Food Technology and Activities Using Food

- High-risk foods avoided
- Strict cross-contamination controls
- Ingredient sourcing and labelling monitored
- PAL (“may contain”) products used only if permitted in a pupil’s Health Care Plan
- Pupils with severe allergies may need alternative arrangements

Preventing Cross-Contamination

- Dedicated equipment
- Thorough cleaning
- Separate storage
- Ingredient management
- Supplier verification

Labelling and Communication

- Clear communication of allergen information
- Compliance with Natasha’s Law
- Awareness of PAL statements

Staff Training

Training includes:

- Reducing risk
- Recognising allergic reactions
- Administering AAIs
- Locating AAIs
- Inclusion and wellbeing considerations

Training is carried out annually.

Procedures for Handling an Allergic Reaction

Register of Pupils with AAIs

The school maintains a register including:

- Allergens and risk factors
- Prescribed AAI type and dose
- Parental consent for use of spare AAIs
- Pupil photographs

The register is kept centrally and accessible.

Allergic Reaction Procedure

Staff follow:

- The pupil's allergy action plan
- Emergency procedures if no plan exists
- 999 guidance
- Administration of AAI if required
- Monitoring and contacting parents
- Use of a second AAI after 5 minutes if symptoms persist

Pupils are not allowed to stand or walk during a reaction.

Adrenaline Auto-Injectors (AAIs)

- The school purchases spare AAIs
- At least 2 AAIs kept on site
- Stored centrally, accessible, and within 5 minutes of all areas
- Monthly checks carried out
- Used AAIs disposed of appropriately
- Spare AAI taken on all trips for pupils with serious allergies

Emergency Anaphylaxis Kit

Includes:

- Spare AAIs
- Instructions
- Manufacturer information
- Checklist of expiry dates
- List of pupils eligible for emergency AAI use
- Record of administration

Support for Mental Health

Pupils with allergies may receive:

- Pastoral support
- Regular check-ins
- Anti-bullying protections
- Allergy awareness assemblies

Events and Educational Visits

- Pupils with allergies will not be excluded unless risk is unmanageable
- Staff involved will be trained and aware of allergies
- Risk assessments will include allergy-specific considerations

Shared with staff: September 2026

Shared with Governors 2026

Review September 2027