



Allergy Safety Policy

Reviewing Member of Staff: Mr Ben Freeman

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Committee: Learning, Education and Teaching Committee (LET)

Introduction

This policy has been created using the latest Department for Education guidance ‘Allergy Safety in Schools’ (July 2026) [Allergy safety in schools - GOV.UK](#).

This Allergy Safety in Schools policy ensures compliance with the Section 34 of the [Children’s Wellbeing and Schools Act 2026](#) which requires that LA maintained schools, academies and PRUs must have an allergy safety policy.

Mr B. Freeman (Senior Deputy Headteacher) holds responsibility for allergy safety, including driving the implementation of the allergy safety policy and contributing to or leading review of the policy.

This policy will be reviewed at least annually. This policy will be reviewed more frequently, where incidents or “near misses” suggest areas for improvement.

Culture

Staff working at Prince Henry’s High School present during times when students are scheduled to be on site will receive allergy awareness training. This includes permanent staff, temporary staff, supply teachers, peripatetic staff, agency workers and regular volunteers. It includes catering staff and others who may oversee children and young people at breakfast or after school clubs.

It is not intended to include contractors carrying out work with no pupil-facing role such as builders, electricians or other ad hoc maintenance personnel.

Allergy awareness training will ensure all staff:

- Have an awareness of allergies, the risks it poses, how allergic reactions can occur and how to manage it
- Understand that allergy includes multiple conditions (food allergy, asthma, eczema, hay fever, others), which can co-exist
- Understand the difference between food allergies, coeliac disease and food intolerance
- Know where to find information on allergy triggers
- Can identify the range of symptoms of allergic reactions
- Understand and can recognise anaphylaxis
- Know how to respond in an emergency, including
 - Calling emergency services and informing parents
 - How to locate and administer emergency medication (adrenaline for anaphylaxis, asthma reliever inhaler for an asthma attack).
 - Training on how to use the medication/device in an emergency (whether prescribed to a given person or a school’s “spare” adrenaline devices);
- Understand the impact allergies can have on a child or young person’s wellbeing;
- Understand the school, college or setting’s allergy safety policy;
- Know how to check whether an individual is on the record of those with known allergies and how to use an Allergy or Asthma Action Plan;
- Understand their responsibilities in reducing the risk of individuals with known allergies coming into contact with their known allergens;
- Understand how to report an allergic reaction or case of anaphylaxis (whether an incident or a “near miss”).

Training under this guidance should be understood as allergy awareness and emergency response training. It should not be read as replacing any separate clinical governance, competency or delegation arrangements that may be needed where a child or young person requires individual healthcare support beyond school-level allergy safety arrangements.

Wellbeing

Students attending Prince Henry's High School who may experience an allergic reaction will be supported by the school First Aid Team as well as the schools' extensive Pastoral Team. The school recognises that the risk posed by allergies (and the possibility of anaphylaxis) can be a significant cause of anxiety for individual students.

Any student who experiences any form of bullying related to their medical condition will be supported by the school, with any perpetrators being dealt with in line with the school's Anti-Bullying Policy and the school Student Conduct Policy.

Minimising Risk

The school will take all reasonable actions to provide:

- Measures to manage the risks of exposure to a food allergen through food provided by the school.
- Measures to manage the risks of exposure to a food allergen through food brought in by others (for example parents, children and young people or staff).
- Where children and young people have a known allergy to airborne or contact allergens, the school will act on a case-by-case basis to make all reasonable adjustments to support individual students.
- The school will ensure that staff planning any activity should consider the risk of exposure to allergens, for example in craft, science, musical or cooking activities, or where activities involve animals.
- The school will put into place specific risk assessments to manage the risks of exposure to allergens in individuals with an allergy when planning external visits or trips.

Food Allergy

The school will manage the risk of food allergies and provide clear information on allergens in food provided. Through the contracted catering company, the school will ensure that all food sold on site has the appropriate food labelling. In addition, where a student has a significant allergy, the catering company will be informed so that the food which is sold does not trigger an allergic reaction e.g serious peanut allergies.

Individual Children and Young People

Identification

All staff and students who work at and attend Prince Henry's High School will be required to submit their medical information as part of their induction to the school. In the case that a student or member of staff has declared an allergy an Individual Health Care Plan will be created to support their medical needs, which will indicate whether they carry medication (for example adrenaline autoinjector (AAI) devices).

Students and staff who require an Individual Healthcare Plans and/or an Allergy Action Plan will be recorded upon the school Management Information System, Bromcom.

Individual Health Care Plans

Students attending Prince Henry's High School will have an Individual Healthcare Plan (IHP) if:

- They have an allergy which has a functional impact on them in their school setting;
- They are at risk of harm as a result of their allergies and
- They require arrangements which are additional to or different from those made generally.

The IHP will set out the additional and/or different arrangements that will be in place in the school, college or early years setting for supporting the child or young person with their medical condition or allergy, including in emergency situations.

Students and staff who require specific support arrangements will have them documented through an Individual Healthcare Plan. This includes students and staff whose allergies require flexibility and "reasonable adjustments", as well as those who require medication (either proactively or in an emergency situation).

Where children and young people have an Allergy Action Plan and/or Asthma Action Plan issued by a healthcare professional, the IHP will refer to or attach it. Whenever an updated Action Plan becomes available, the child or young person's Individual Healthcare Plan will be reviewed to incorporate it.

Prescribed Adrenaline

The school will ensure that prescribed adrenaline devices for allergic reactions will ensure that all students have rapid access to their devices at all times, through the following approaches:

1. All students who have been prescribed an adrenaline device are required to carry with them at all times one of their prescribed devices. It is the responsibility of the student and their parents/carers to check that these devices remain in date.
2. The school will require all students prescribed an adrenaline device to submit to the First Aid team located in the Main School Reception an additional 'spare' adrenaline device. It is the responsibility of the school First Aid Team in liaison with the student and their parents/carers to check that these devices remain in date.
3. The school will ensure that in departmental offices additional adrenaline devices 'spares' will be contained within the issued departmental First Aid kits.

Prince Henry's High School recognises that in a case of anaphylaxis, adrenaline should be administered within five minutes. This includes in the lunch area, playground and sports fields or when on visits or trips.

School-wide Policies

Spare Adrenaline Devices

The school will retain on site additional “spare” adrenaline devices to support any student who in a medical emergency requires a device:

- For student’s personal ‘spare’ device is no longer in date the school First Aid Team will contact home and request a replacement in date adrenaline device is provided to the school.
- For department spare devices, the dates will be regularly checked by the school First Aid Team.

When storing “spare” adrenaline devices the school will ensure that:

- “Spare” adrenaline devices will be readily accessible and not locked away;
- In the event of an anaphylaxis, adrenaline should be administered as soon as possible. In practice, this should be no more than five minutes, i.e. adrenaline devices must be able to be brought to the person having anaphylaxis within 5 minutes.
- “Spare” adrenaline devices should be stored in pairs, so that if a second one is necessary it is on hand rather than needing to be obtained from elsewhere on site;
- “Spare” adrenaline devices should be clearly labelled, to avoid any confusion with adrenaline devices prescribed to a named person. Some schools choose to have a clearly marked “emergency anaphylaxis kit” containing the spare adrenaline devices, any emergency asthma reliever inhaler and spacers and instructions for their use.

Visits and Trips

Prior to a trip, parents/carers will be required to provide up to date medical information. In the event a student requires an adrenaline device, parents and carers are required to state this. Trip leaders will ensure that a student carries with them at all times their adrenaline device and that ‘spare’ devices are included in the trip First Aid kit.

Trip risk assessments will be conducted for any student at risk of anaphylaxis taking part in a trip off the premises. Students at risk of anaphylaxis will have their own adrenaline device with them, and there should be staff trained to administer adrenaline in an emergency.

Serious Incidents and “Near Misses”

The school’s Accident Reporting process will record, report and respond to serious incidents or “near misses” involving allergy safety.

In some cases, the impact of exposure to an allergen while being at school may not be recognised until the child or young person is back at home. It is therefore important that students, their parents/carers can report that there has been an incident. This will be achieved by students or parents/carers calling the school at their earliest convenience.

Information Sharing

The school will share information about students with allergies primarily through the school MIS, Bromcom.

The school recognises that a student’s health information is considered special category data under UK GDPR, which means it is highly sensitive and has additional legal protections. Schools have a lawful basis to hold, use and share a child’s special category health data

when this is necessary, but it should always be done in a controlled and respectful way, because unnecessary sharing can reduce children's confidence in practitioners and can be embarrassing for children and young people who may not want to be singled out.

Awareness of the Allergy Safety Policy

The allergy safety policy will be published on the school website. All staff will be aware of and understand the policy, as part of annual allergy awareness training.