



# The Blue Sky Federation

**Resilience – Responsibility – Respect – Restorative**

**The Best You Can Be – Everyone, Every Day**

## ALLERGY SAFETY POLICY

Approved: September 2026

Review: September 2027 or sooner if legislation changes or a near miss is identified

## 1. Purpose and statutory basis

Heelands School and Summerfield School are committed to being allergy-aware settings in which pupils with allergies are safe, included and able to participate fully in school life. This policy sets out the Federation's arrangements for identifying allergy-related risks, reducing exposure to known allergens and responding promptly and effectively to allergic reactions, including anaphylaxis.

This policy is made under section 100 of the Children and Families Act 2014, as amended by section 34 of the Children's Wellbeing and Schools Act 2026. The 2026 Act requires maintained schools and academies to have an allergy safety policy, keep it under review, make it known within the school and to parents, and publish it on the school website. These changes are commonly associated with the campaign known as Benedict's Law.

The Federation has regard to the Department for Education statutory guidance Allergy safety in schools (July 2026). This policy sits alongside the Supporting Pupils with Medical Conditions Policy, First Aid Policy, Health and Safety Policy, Educational Visits procedures, Child Protection and Safeguarding Policy, Equality information and objectives, and relevant food/catering procedures.

## 2. Scope and definitions

For the purposes of this policy, allergy is an immune-system reaction to a normally harmless substance such as food, an insect sting, a contact allergen or an airborne allergen. Anaphylaxis is a potentially fatal allergic reaction affecting Airway, Breathing and/or Circulation (ABC).

This policy covers allergy, including food allergy, allergy-related asthma, eczema, allergic rhinitis and other clinically recognised allergic or hypersensitivity conditions where exposure may cause significant harm. Coeliac disease and food intolerances are important medical conditions but are not allergies and are managed through the Federation's wider medical conditions arrangements.

## 3. Leadership and responsibilities

The Governing Board has overall responsibility for ensuring that appropriate allergy safety arrangements are in place and that this policy is reviewed at least annually.

A named member of the senior leadership team will lead allergy safety across the Federation. The policy lead will:

- drive implementation of this policy and ensure that local arrangements at each school are clear and workable;
- ensure that allergy awareness and emergency response training is in place for all relevant staff;
- ensure systems are in place to identify pupils with allergies and to develop, review and communicate Individual Healthcare Plans (IHPs) where required;
- ensure prescribed and spare emergency medication is accessible, in date and appropriately managed;
- ensure serious incidents and near misses are recorded, reported, reviewed and used to improve practice; and
- lead or contribute to the annual review of this policy.

All staff are responsible for understanding and following this policy, knowing how to access information about pupils with known allergies, reducing avoidable exposure to known allergens and acting immediately in an emergency.

## 4. Allergy awareness and emergency response training

All staff who are present when pupils are scheduled to be on site will receive allergy awareness and emergency response training at least annually. This includes permanent staff and, as applicable, temporary and supply staff, peripatetic staff, agency workers, regular volunteers, catering staff and staff supervising breakfast or after-school provision.

The Federation has provided allergy and anaphylaxis training to all current staff. New staff will receive appropriate information and training as part of induction, and arrangements will be made so that supply and cover staff understand the emergency procedures before taking responsibility for pupils.

Training will enable staff to recognise allergic reactions and anaphylaxis; understand common allergy risks; locate and use prescribed and spare emergency medication; call emergency services; follow an Allergy or Asthma Action Plan; reduce exposure to known allergens; understand the effect allergy can have on wellbeing; and report incidents and near misses. First aid training alone is not treated as a substitute for allergy awareness training.

## **5. Identifying pupils with allergies**

The schools will actively seek accurate and up-to-date information about allergies when a child joins the school and whenever a new diagnosis or change is reported. Parents/carers are expected to tell the school promptly about any diagnosed or suspected allergy, known triggers, medication, changes in treatment and updated clinical advice.

Each school will maintain a current record of pupils with known allergies, their allergens, emergency medication and whether an IHP and/or Allergy or Asthma Action Plan is in place. Relevant information will be made available to staff who need it to keep the pupil safe, while respecting confidentiality and data protection requirements.

## **6. Individual Healthcare Plans and Action Plans**

A pupil will have an Individual Healthcare Plan where their allergy has a functional impact in school, places them at risk of harm, and requires arrangements that are additional to or different from the school's general allergy safety measures. The IHP will set out what needs to be done, how, when and by whom, including emergency arrangements.

IHPs will be developed with the pupil where appropriate, their parents/carers and relevant healthcare professionals. Where a healthcare professional has issued an Allergy Action Plan and/or Asthma Action Plan, it will be attached to or clearly referenced by the IHP. Plans will be reviewed at least annually and sooner when the pupil's needs, medication or clinical advice changes.

## **7. Minimising exposure to allergens**

The Federation will take reasonable and proportionate steps to minimise exposure to known allergens. Risk reduction will be based on the needs of individual pupils and will not rely on a general assumption that any school can be completely free of an allergen.

- Staff planning lessons, clubs, celebrations and enrichment activities must consider allergy risks, including food, craft materials, science activities, cooking, animals, latex and other contact or airborne allergens.
- Food, utensils, drinks bottles and food containers must not be shared between pupils.
- Where an activity creates an avoidable risk for a pupil with a known allergy, an appropriate alternative should be used for the group wherever reasonably practicable so that the pupil is not unnecessarily excluded.
- External visits and trips must include specific consideration of allergy exposure, access to emergency medication and emergency medical support.
- Classroom and dining procedures should minimise cross-contact through appropriate hand hygiene, cleaning of surfaces and utensils, and safe food handling.

## **8. Food provided by school**

The schools will work with catering providers, pupils and parents/carers to identify and manage food allergy risks. Required allergen information will be made available and reasonable adjustments will be made for pupils who require them. Individual dietary arrangements will be recorded in the pupil's IHP where appropriate.

At mealtimes, each school will use robust methods appropriate to the age of pupils and the local setting to identify pupils with known food allergies and ensure that they receive suitable food. Pupils with allergies should not be routinely segregated from their peers simply because of their allergy.

## 9. Food brought into school

The Federation is an allergy-aware, not an allergen-free, environment. Families and staff must follow the school's expectations for food brought onto the premises.

- Cakes, sweets, chocolates or other food items must not be brought into school for birthdays or pupil celebrations. Families may instead choose a non-food way to mark a birthday, such as donating a class book.
- Whole nuts and products containing nuts must not be brought into school in packed lunches or snacks. This is a risk-reduction measure and does not mean that either school can guarantee a “nut-free” environment.
- Parents/carers should ensure that packed lunches and snacks are clearly identifiable as belonging to their child and are prepared and stored safely.
- Pupils must not trade or share food, utensils, drinks bottles or food containers.
- Where food is required for curriculum activities, staff must check allergy information in advance, retain ingredient/allergen information where relevant, and make safe substitutions where needed.

The Federation may introduce additional restrictions or control measures where an individual risk assessment or healthcare advice indicates that this is necessary.

## 10. Emergency response to anaphylaxis

**Anaphylaxis is a medical emergency. Staff must act immediately and must not wait for a member of SLT or for a parent/carers before giving adrenaline.**

If anaphylaxis is suspected, staff will follow the pupil's Allergy Action Plan where one exists and the emergency response taught in training. In particular:

- bring the adrenaline auto-injector (AAI) to the pupil; do not make the pupil walk to the medication;
- administer adrenaline as soon as possible and within five minutes;
- call 999 immediately and state “anaphylaxis”;
- use the pupil's own prescribed AAI first where it is available;
- use a school spare AAI where the pupil has no prescribed device available, the prescribed device is unavailable, or it misfires;
- position and monitor the pupil in accordance with current anaphylaxis training and the individual Action Plan, and do not leave them alone; and
- inform parents/carers as soon as practicable, without delaying emergency treatment.

The Human Medicines (Amendment) Regulations 2017 permit a school spare AAI to be used for the purpose of saving a life, including for a person presenting for the first time with anaphylaxis due to an unrecognised allergy. Prior consent should not be checked where doing so would delay life-saving treatment.

## 11. Prescribed adrenaline auto-injectors

Pupils who have been prescribed AAIs must have rapid access to them at all times, including at lunch, on the playground, on sports fields and on visits or trips. Arrangements for storage, access, self-carrying where appropriate, checking expiry dates and taking devices home will be recorded locally and, where relevant, in the pupil's IHP.

Medication must be stored safely but must not be locked away or otherwise made inaccessible in an emergency. Staff must know where each pupil's prescribed emergency medication is kept.

## 12. School spare adrenaline auto-injectors

Each school will maintain spare AAI in accordance with current DfE guidance. Spare AAIs will be readily accessible, clearly labelled, not locked away and stored in pairs. The schools will ensure that appropriate-dose spare devices can be brought to a person experiencing anaphylaxis within five minutes.

Local emergency arrangements will specify the exact location of spare AAIs and how they are checked. A named member of staff at each school will ensure that devices are checked regularly, replaced before expiry, replaced promptly after use, and disposed of safely after use or expiry.

| School             | Spare AAI location(s) | Person responsible for checks | Check frequency |
|--------------------|-----------------------|-------------------------------|-----------------|
| Heelands School    | First Aid Room        | Diane Farmer                  | Annually (July) |
| Summerfield School | First Aid Room        | Emma Carey                    | Annually (July) |

## 13. School trips, visits, clubs and off-site activities

Pupils with allergies must be enabled to participate in trips, visits and activities with their peers wherever reasonably possible. Risk assessments will consider known allergens, catering arrangements, access to prescribed emergency medication, staff competence, emergency medical assistance and any reasonable adjustments required.

A pupil at risk of anaphylaxis must have their prescribed AAI available on the trip. A trained member of staff must be available to administer adrenaline in an emergency. The school will consider whether spare AAIs should also be taken, provided that doing so does not leave the school site without appropriate emergency cover.

## 14. EYFS and safer eating

For children within the Early Years Foundation Stage, the schools will also follow the EYFS statutory framework and current DfE safer-eating guidance. Food will be prepared in a way that reduces choking risk, pupils will be appropriately supervised while eating, and staff will check dietary requirements and allergy information before food is served. These arrangements apply to food provided by the school and food sent from home.

## 15. Wellbeing, inclusion and bullying

Living with allergy can cause anxiety and can make pupils feel different from their peers. Staff will promote inclusion, listen to pupils and families, and make reasonable adjustments so that allergy does not unnecessarily prevent participation in school life.

Bullying, teasing, threats involving allergens, deliberate exposure to a known allergen, or excluding a pupil because of their allergy will be treated seriously in line with the Behaviour and Anti-Bullying Policy and, where appropriate, safeguarding procedures.

## 16. Serious incidents and near misses

All serious allergy incidents and near misses will be recorded and reviewed. A near miss includes an event that could reasonably have caused an allergic reaction or anaphylaxis but did not, for example where the wrong food was almost served or emergency medication was unexpectedly inaccessible.

- Parents/carers will be informed of incidents involving their child and may also report delayed reactions or concerns to the school.

- The relevant senior leader and Governing Board will be informed of serious incidents and significant near misses, alongside any statutory reporting that is required.
- The school will investigate what happened, identify learning and update the pupil's IHP, local procedures, staff training or this policy where necessary.
- Where an incident relates to food provision, the school will consider whether advice or reporting to the relevant food safety authority is required.

## **17. Information sharing and confidentiality**

Information about a pupil's allergy is health information and is handled as special category personal data. The schools will hold and share the information necessary to keep the pupil safe and included, but will avoid unnecessary or insensitive disclosure. Relevant staff, including catering and trip staff where appropriate, will have access to the information they need to carry out their responsibilities.

## **18. Communication and awareness**

This policy will be published on each school's website and made available in hard copy on request. At least annually, the Federation will bring the policy to the attention of pupils, parents/carers and all those who work at the schools. Allergy safety will also be reinforced through staff training, induction, pupil education and appropriate reminders to families.

## **19. Monitoring and review**

The Governing Board will review this policy at least annually. It will be reviewed sooner where there is a serious incident, significant near miss, change in legislation or statutory guidance, or evidence that local arrangements need strengthening.

## **20. Related policies and documents**

- Supporting Pupils with Medical Conditions Policy
- First Aid Policy
- Health and Safety Policy
- Safeguarding and Child Protection Policy
- Behaviour / Anti-Bullying Policy
- Educational Visits procedures
- Equality information and objectives / Accessibility Plan
- EYFS procedures, including safer eating arrangements
- Individual Healthcare Plans and Allergy/Asthma Action Plans

## **21. Key statutory and national guidance**

- Children and Families Act 2014, section 100.
- Children's Wellbeing and Schools Act 2026, section 34.
- Department for Education, Allergy safety in schools: statutory guidance for governing bodies of maintained schools and proprietors of academies in England (July 2026).
- Department for Education, Allergy safety policy – template (2026).
- Department for Education, Supporting pupils with medical conditions at school (current statutory guidance).
- Human Medicines Regulations 2012, as amended, including the Human Medicines (Amendment) Regulations 2017.
- Food Information Regulations 2014 and relevant school food/allergen guidance.
- Early Years Foundation Stage statutory framework, where applicable.

## Appendix 1: Local implementation checklist

This checklist should be completed for each school and reviewed whenever local arrangements change.

| Control                                                              | Heelands                 | Summerfield              |
|----------------------------------------------------------------------|--------------------------|--------------------------|
| Named senior leader for allergy safety identified                    | <input type="checkbox"/> | <input type="checkbox"/> |
| All-staff annual allergy/anaphylaxis training current                | <input type="checkbox"/> | <input type="checkbox"/> |
| Supply/temporary staff briefing process in place                     | <input type="checkbox"/> | <input type="checkbox"/> |
| Current register of pupils with known allergies                      | <input type="checkbox"/> | <input type="checkbox"/> |
| IHPs / Allergy Action Plans reviewed and accessible                  | <input type="checkbox"/> | <input type="checkbox"/> |
| Prescribed AAIs accessible and expiry dates checked                  | <input type="checkbox"/> | <input type="checkbox"/> |
| Spare AAIs stored in pairs, accessible and in date                   | <input type="checkbox"/> | <input type="checkbox"/> |
| Staff know spare AAI locations and emergency process                 | <input type="checkbox"/> | <input type="checkbox"/> |
| Catering/allergen identification arrangements checked                | <input type="checkbox"/> | <input type="checkbox"/> |
| Birthday food restriction and packed-lunch expectations communicated | <input type="checkbox"/> | <input type="checkbox"/> |
| Trip risk-assessment process includes allergy safety                 | <input type="checkbox"/> | <input type="checkbox"/> |
| Incident and near-miss recording/review process in place             | <input type="checkbox"/> | <input type="checkbox"/> |
| Policy published on website and annual awareness reminder scheduled  | <input type="checkbox"/> | <input type="checkbox"/> |