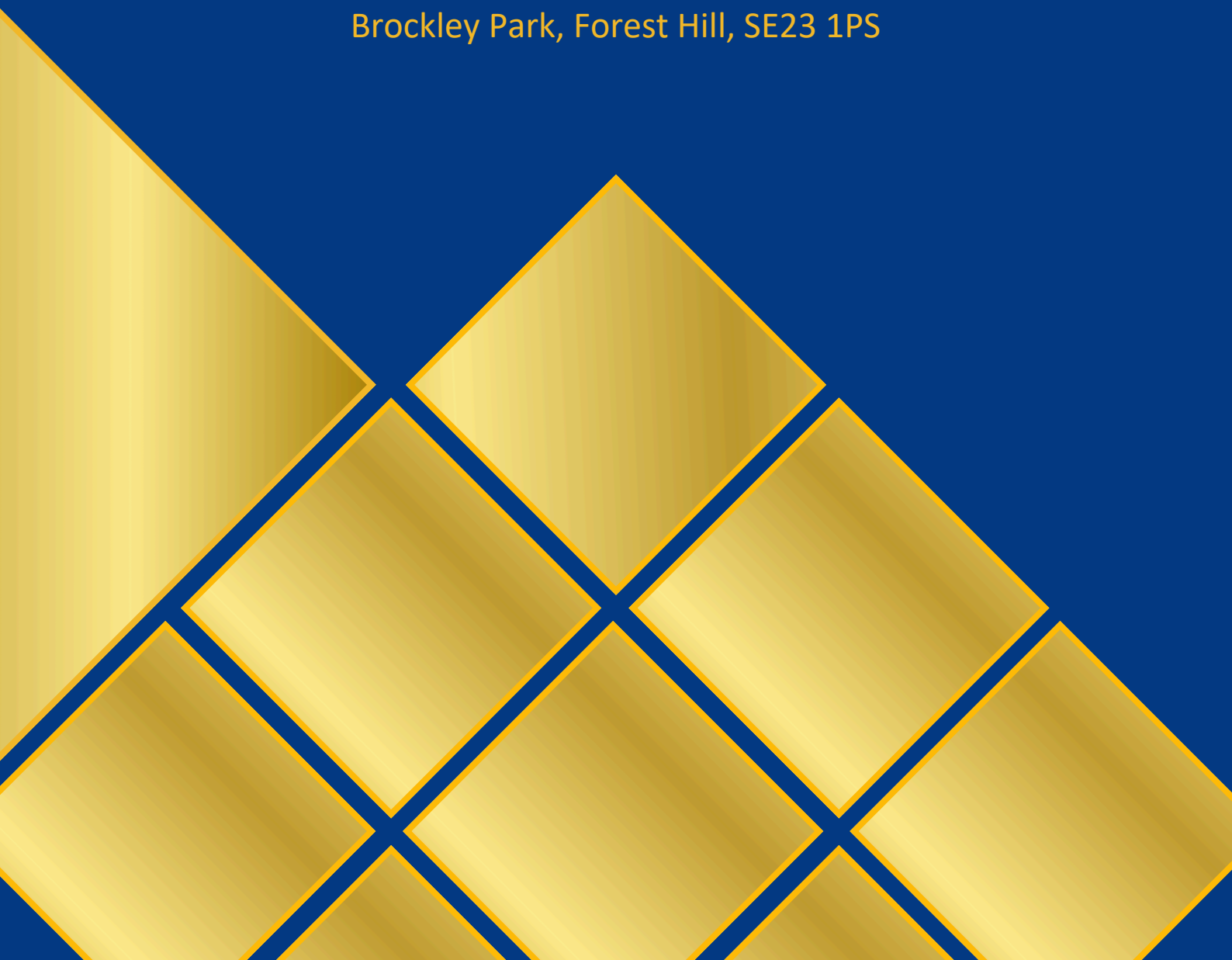


ST WILLIAM OF YORK



Catholic Primary School
Brockley Park, Forest Hill, SE23 1PS



Allergies and Anaphylaxis Policy



OUR MISSION

The purpose of St William of York Catholic Primary School is to educate children in an atmosphere of Christian love.

We respect and rejoice in the uniqueness of each child, and aim to make learning a happy and positive experience for everyone in our community.

Policy Review			
Policy Reviewed On	June 2026	Signed:	<i>H Mayers</i>
Governing Body Ratification	June 2026	Signed:	Governors
Next Review Date	June 2028		

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This policy is intended to be implemented alongside St William of York's Medical Conditions and Administration of Medications Policy.

This policy has been produced using information and guidance from BSACI, Allergy UK Anaphylaxis UK and the new legal requirements under Benedicts Law.

Benedicts Law

The above law means that from Sept 2026 every school **must**:

- ✓ Have a comprehensive allergy and anaphylaxis policy.
- ✓ Individual Healthcare and Anaphylaxis Action Plans in place for any pupil with a known allergy.
- ✓ Hold spare in-date adrenaline auto-injectors on site.
- ✓ Ensure mandatory training for **ALL** staff to understand allergy risks and recognise the signs of anaphylaxis and be competent in administering adrenaline in an emergency.
- ✓ After any allergic incident or near miss, ensure it is recorded in the pupil's healthcare plan and the information used to continually improve the management of allergy procedures.

1. Introduction

An allergy is a reaction of the body's immune system to substances that are usually harmless. The reaction can cause minor symptoms such as itching, sneezing or rashes but sometimes causes a much more serious reaction called anaphylaxis.

Anaphylaxis is a serious, life-threatening allergic reaction. It is at the extreme end of the allergic spectrum. The whole body is affected often within minutes of exposure to the allergen, but sometimes it can be hours later. Causes can include foods, insect stings, and drugs.

Most healthcare professionals consider an allergic reaction to be anaphylaxis when it involves difficulty breathing or affects the heart rhythm or blood pressure.

Anaphylaxis symptoms are often referred to as the ABC symptoms (Airway, Breathing, Circulation). It is possible to be allergic to anything which contains a protein, however most people will react to a fairly small group of potent allergens.

Common UK Allergens include (but are not limited to):- Peanuts, Tree Nuts, Sesame, Milk, Egg, Fish, Latex, Insect venom, Pollen and Animal Dander.

This policy sets out how St William of York Catholic Primary School will support pupils with allergies, to ensure they are safe and are not disadvantaged in any way whilst taking part in school life.

2. Role and Responsibilities

All Parents / Carers

- Being aware of and understanding the school's Allergy and Anaphylaxis Policy and considering the safety and wellbeing of pupils with allergies.
- Considering and adhering to any food restrictions or guidance the school has in place when providing food, for example in packed lunches, as snacks or for special events.
- Encouraging their child to be allergy aware.

Parent/Carer of Pupils with Allergies Responsibilities

- On entry to the school, it is the parent's responsibility to inform reception staff/ SENCO of any allergies. This information should include all previous serious allergic reactions, history of anaphylaxis and details of all prescribed medication.
- Parents are to supply a copy of their child's Allergy Action Plan (BSACI plans preferred) to school. If they do not currently have an Allergy Action Plan this should be developed as soon as possible in collaboration with a healthcare professional e.g. School nurse/GP/allergy specialist.
- Parents are responsible for ensuring any required medication is supplied, in date and replaced as necessary.
- Parents are requested to keep the school up to date with any changes in allergy management.

The Allergy Action Plan will be kept updated accordingly.

Staff Responsibilities

- **All staff** will complete anaphylaxis training. Training is provided for all staff on an annual basis and on an ad-hoc basis for any new members of staff.
- Staff must be aware of the pupils in their care (regular or cover classes) who have known allergies as an allergic reaction could occur at any time and not just at mealtimes. Any food-related activities must be supervised with due caution and a checklist completed.
- Staff leading school trips will ensure they carry all relevant emergency supplies. Trip leaders will check that all pupils with medical conditions, have their medications available. The member of school staff in charge of the pupil with an allergy will hold the medication.
- Trip leaders will check that all pupils with medical conditions, including allergies, have their medication available.
- Pupils unable to produce their required medication will not be able to attend the trip.
- SENCO will ensure that the up-to-date Allergy Action Plan is kept with the pupil's medication.
- It is the parent's responsibility to ensure all medication is in date however the School Office will check medication kept at school on a termly basis and send a reminder to parents if medication is approaching expiry.
- SENCO keeps a register of pupils who have been prescribed an adrenaline auto-injector (AAI) and a record of use of any AAI(s) and emergency treatment given.
- The SAO will ensure that any reaction or near misses are recorded and reported internally, to the Local Authority and in accordance with RIDDOR.
- The school has a spare emergency AAI stored in the school office.

Pupil Responsibilities

- Pupils are encouraged to have a good awareness of their symptoms and to let an adult know as soon as they suspect they are having an allergic reaction.
- Pupils who are trained and confident to administer their own AAIs will be encouraged to take responsibility for carrying them on their person at all times.

3. Allergy Action Plans

Allergy action plans are designed to function as individual healthcare plans for children with food allergies, providing medical and parental consent for schools to administer medicines in the event of an allergic reaction, including consent to administer a spare adrenaline autoinjector. St William of York Catholic Primary School recommends using the British Society of Allergy and Clinical Immunology (BSACI) Allergy Action Plans to ensure continuity. This is a national plan that has been agreed by the BSACI, Anaphylaxis UK and Allergy UK. It is the parent/carer's responsibility to complete the allergy action plan with help from a healthcare professional (e.g. GP/School Nurse/Allergy Specialist) and provide this to the school.

4. Emergency Treatment and Management of Anaphylaxis

What to look for:

Symptoms usually come on quickly, within minutes of exposure to the allergen. Mild to moderate allergic reaction symptoms may include:

- a red raised rash (known as hives or urticaria) anywhere on the body.

- a tingling or itchy feeling in the mouth.
- swelling of lips, face or eyes.
- stomach pain or vomiting.

More serious symptoms are often referred to as the ABC symptoms and can include:

- **AIRWAY** - swelling in the throat, tongue or upper airways (tightening of the throat, hoarse voice, difficulty swallowing).
- **BREATHING** - sudden onset wheezing, breathing difficulty, noisy breathing.
- **CIRCULATION** - dizziness, feeling faint, sudden sleepiness, tiredness, confusion, pale clammy skin, loss of consciousness.

The term for this more serious reaction is anaphylaxis. In extreme cases there could be a dramatic fall in blood pressure. The person may become weak and floppy and may have a sense of something terrible happening.

This may lead to collapse and unconsciousness and, on rare occasions, can be fatal. If the pupil has been exposed to something they are known to be allergic to, then it is more likely to be an anaphylactic reaction.

Anaphylaxis can develop very rapidly, so a treatment is needed that works rapidly.

Adrenaline is the mainstay of treatment, and it starts to work within seconds. What does adrenaline do?

- It opens up the airways.
- It stops swelling.
- It raises the blood pressure.

As soon as anaphylaxis is suspected, adrenaline must be administered without delay.

Action:

- Keep the child where they are, call for help and do not leave them unattended.
- LIE CHILD FLAT WITH LEGS RAISED – they can be propped up if struggling to breathe but this should be for as short a time as possible.
- USE ADRENALINE AUTO-INJECTOR WITHOUT DELAY and note the time given. AAls should be given into the muscle in the outer thigh. Specific instructions vary by brand – always follow the instructions on the device.
- CALL 999 and state ANAPHYLAXIS (ana-fil-axis).
- If no improvement after 5 minutes, administer second AAI.
- If no signs of life commence CPR.
- Call parent/carers as soon as possible.

Whilst you are waiting for the ambulance, keep the child where they are. Do not stand them up, or sit them in a chair, even if they are feeling better. This could lower their blood pressure drastically, causing their heart to stop.

All pupils must go to hospital for observation after anaphylaxis even if they appear to have recovered as a reaction can reoccur after treatment.

5. Supply, Storage and Care of Medication

Medication should be stored in a suitable container and clearly labelled with the pupil's name. Pupils with an AAI are required to have two on site. There will be one AAI stored in the child's classroom and one in the school office. These must NOT be locked away.

The pupil's medication storage container should contain:

- AAls i.e. EpiPen® or Jext® or Emerade®
- An up-to-date allergy action plan
- Antihistamine as tablets or syrup (if included on allergy action plan)
- Spoon if required.
- Asthma inhaler (if included on allergy action plan)

It is the responsibility of the child's parents to ensure that the anaphylaxis kit is up-to-date and clearly labelled, however the School Office will check medication kept at school on a termly basis and send a reminder to parents if medication is approaching expiry.

Storage AAls should be stored at room temperature, protected from direct sunlight and temperature extremes.

Disposal AAls are single use only and must be disposed of as sharps. Used AAls can be given to ambulance paramedics on arrival or can be disposed of in a pre-ordered sharps bin, which is kept in the school office.

6. 'Spare' adrenaline auto-injectors in school

These are stored in a container, clearly labelled 'Emergency Anaphylaxis Adrenaline Pen', kept safely, not locked away and accessible and known to all staff. School holds 2 spare pens which are kept in the School Office.

The School Office is responsible for checking the spare medication is in date on a termly basis and to replace as needed.

Written parental permission for use of the spare AAls is included in the pupil's allergy action plan.

If a pupil / adult **has not** been ever prescribed an AAI, the school is permitted in an emergency suspected anaphylaxis situation, to administer the spare epi pen – even though the school will not have a medical authorisation/consent in place for the spare device.

The emergency epi-pens / spare auto-injectors held by schools are not intended to replace children's own adrenaline auto-injectors.

If anaphylaxis is suspected in an undiagnosed individual call the emergency services and state, you suspect ANAPHYLAXIS.

7. Staff Training

In line with Benedict's Law (Sept 2026) all adults in St William of York will receive Allergy and Anaphylaxis Awareness training. Those that attend First Aid course will also be trained in the administration of AAls and emergency procedures.

The named staff members responsible for co-ordinating staff anaphylaxis training and the upkeep of the school's anaphylaxis policy are:- Deputy Headteacher, Senior Admin Officer and Headteacher

All staff will complete allergy and anaphylaxis training annually, and on an ad-hoc basis during induction of new staff.

Training is also available on an ad-hoc basis for any new members of staff.

Training includes:

- Knowing the common allergens and triggers of allergy
- Spotting the signs and symptoms of an allergic reaction and anaphylaxis. Early recognition of symptoms is key, including knowing when to call for emergency services
- Administering emergency treatment (including AAls) in the event of anaphylaxis – knowing how and when to administer the medication/device
- Measures to reduce the risk of a child having an allergic reaction e.g. allergen avoidance, knowing who is responsible for what
- Managing allergy action plans and ensuring these are up to date

8. Inclusion and Safeguarding

St William of York Catholic Primary School is committed to ensuring that all children with medical conditions, including allergies, in terms of both physical and mental health, are properly supported in school so that they can play a full and active role in school life, remain healthy and achieve their academic potential.

9. Catering

All food businesses (including school caterers) must follow the Food Information Regulations 2014 which states that allergen information relating to the 'Top 14' allergens must be available for all food products. The school menu is available for parents to view in advance with all ingredients listed and allergens highlighted on the school website at St William of York Catholic Primary School.

The School SENCO will inform the Catering Manager of pupils with food allergies. A list with photographs is updated regularly in light of any emerging medical needs. These are shared with all members of staff.

Children with allergies are identified by red lanyards with a clear card that states their allergy. They are also issued a red plate or bowl.

Parents/carers are encouraged to liaise with the Catering Manager to discuss their child's needs if necessary.

Parents/carers are required to complete an allergy form from our Catering Partner, the form is returned to school to send to the Caterers.

The school adheres to the following Department of Health guidance recommendations:

- Bottles, other drinks and lunch boxes provided by parents for pupils with food allergies should be clearly labelled with the name of the child for whom they are intended.

- The pupil should be taught to also check with catering staff, before purchasing food or selecting their lunch choice.
- Where food is provided by the school, staff should be educated about how to read labels for food allergens and instructed about measures to prevent cross contamination during the handling, preparation and serving of food. Examples include preparing food for children with food allergies first; careful cleaning (using warm soapy water) of food preparation areas and utensils. For further information, parents/carers are encouraged to liaise with the Catering Manager.
- Food should not be given to primary school age food-allergic children without parental engagement and permission (e.g. birthday parties, food treats).
- Use of food in crafts, cooking classes, science experiments and special events (e.g. fetes, assemblies, cultural events) needs to be considered and may need to be restricted/risk assessed depending on the allergies of particular children and their age.

10. School Trips

Staff leading school trips will ensure they carry all relevant emergency supplies. Trip leaders will check that all pupils with medical conditions, including allergies, carry their medication. Pupils unable to produce their required medication will not be able to attend the excursion. All the activities on the school trip will be risk assessed to see if they pose a threat to allergic pupils and alternative activities planned to ensure inclusion.

Overnight school trips should be possible with careful planning and a meeting for parents with the lead member of staff planning the trip should be arranged.

Staff at the venue for an overnight school trip should be briefed early on that an allergic child is attending and will need appropriate food (if provided by the venue).

Sporting Excursions

Allergic children should have every opportunity to attend sports trips to other schools. The school will ensure that the P.E. teacher/s are fully aware of the situation. The school being visited will be notified that a member of the team has an allergy when arranging the fixture.

A member of staff trained in administering adrenaline will accompany the team. If another school feels that they are not equipped to cater for any food-allergic child, the school will arrange for the child to take alternative/their own food.

Most parents are keen that their children should be included in the full life of the school where possible, and the school will need their co-operation with any special arrangements required.

11. Extended Service Providers

St William of York Catholic Primary School requests from any extended service provider for evidence that their staff have received the requisite training in the administration of emergency medications / the symptoms of anaphylaxis and the food hygiene arrangements to alleviate the cross contamination of food allergens (providers that are directly involved with cooking / serving / storing of foods stuffs or managing activities where food is used.).

The school will provide any all extended service providers with a list of all the pupils will allergies and copies of their health care plans.

12. Allergy Awareness and Nut Bans

St William of York Catholic School supports the approach advocated by Anaphylaxis UK towards nut bans/nut free schools. They would not necessarily support a blanket ban on any particular allergen in any establishment, including in schools. This is because nuts are only one of many allergens that could affect pupils, and no school could guarantee a **truly allergen free environment** for a child living with food allergy.

They advocate instead for schools to adopt a culture of allergy awareness and education. A 'whole school awareness of allergies' is a much better approach, as it ensures teachers, pupils and all other staff are aware of what allergies are, the importance of avoiding the pupils' allergens, the signs & symptoms, how to deal with allergic reactions and to ensure policies and procedures are in place to minimise risk.

13. Risk Assessment

St William of York Catholic Primary School will conduct a detailed individual risk assessment for all new joining pupils with allergies and any pupils newly diagnosed, to help identify any gaps in our systems and processes for keeping allergic children safe. The individual health care plans will be updated annually by the SENCo.

14. Allergies (other than food)

Any pupils that have an allergy to a substance / material other than a food will have an individual risk assessment undertaken and suitable control measures implemented. All the relevant information will be held on the individual health care plan and shared with relevant staff.

The SENCo will be responsible for ensuring these risk assessments are reviewed and updated as required.

15. Useful Links

Anaphylaxis UK - <https://www.anaphylaxis.org.uk/> Whole school allergy and awareness management -

<https://www.allergyuk.org/schools/whole-school-allergy-awarenessandmanagement> BSACI Allergy Action Plans -

<https://www.bsaci.org/professionalresources/resources/paediatric-allergy-action-plans/>

<https://bsaci2.sharepoint.com/:b:/g/Ea5KOFcP941Bhm4x7s4BqIEBLI6JsBmlsTKrsdOZnVs2g?e=qgYe0F>

<https://bsaci2.sharepoint.com/:b:/g/EWtOTc5U1VhPtGZxQshXudYB85NAKKg9SrdVIHmGGkiw8A?e=q4wnV3>

https://bsaci2.sharepoint.com/:b:/g/Ed1xJyEpla5EgdnVNPSBIbQBMBEzUJoYF1vUcCvgy4_5Q?e=yCL56g

Spare Pens in Schools - <http://www.sparepensinschools.uk>

Department for Education Supporting pupils at school with medical conditions -

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/803956/supporting-pupils-at-school-with-medical-conditions.