



ST HILDA'S
CE HIGH SCHOOL

Allergy Safety Policy

Approved by Governing Committee: Health & Safety Committee

Ratified by Full Governing Body: August 2026

Next Review Month: August 2027

Policy Owner / Author: K Kearns/ J Code

Designated Allergy Lead: Ben Norton Associate Assistant Headteacher

Review Frequency: Annually or sooner following significant legislative change, incident, near miss, or operational review

This policy remains in force until superseded by a revised policy approved

CHRIST JESUS AS OUR CORNERSTONE

Ephesians 2:20

THE ST HILDA'S FAMILY

We are the St Hilda's family, with **Jesus Christ** as our **cornerstone**.
Building on foundations of **wisdom hope community dignity and equality**
we nurture and support one another to be our very best.
We rejoice in our **diversity** and celebrate our many achievements.

1. Christian Vision and Values

At St Hilda's Church of England High School, our Christian vision underpins all aspects of school life. We are committed to creating a safe, inclusive and nurturing environment in which every member of our community is valued, respected and enabled to flourish.

We recognise that allergies can significantly affect the health, wellbeing, attendance and participation of pupils. We are therefore committed to ensuring that pupils with allergies are protected from avoidable harm whilst remaining fully included in all aspects of school life.

This policy reflects our commitment to dignity, compassion, inclusion, service and safeguarding.

2. Policy Statement

St Hilda's CE High School is committed to:

- safeguarding pupils, staff and visitors with allergies;
- ensuring compliance with statutory allergy safety requirements;
- promoting awareness and understanding of allergy and anaphylaxis across the school community;
- ensuring timely and effective responses to allergic reactions;
- supporting pupils with allergies to participate fully in the curriculum and wider school life;
- reducing risks through proportionate and reasonable control measures;
- maintaining a culture where allergy safety is everyone's responsibility.

The school recognises that allergic reactions can be serious and, in some circumstances, life-threatening. The school will take all reasonable steps to identify risks, implement preventative measures and ensure appropriate emergency arrangements are in place.

3. Aims

The aims of this policy are to:

1. Protect pupils, staff and visitors with allergies.
2. Comply with statutory guidance and legal duties.
3. Ensure all staff understand their responsibilities.
4. Support pupils with allergies to access education safely.
5. Establish effective arrangements for prevention, identification and management of allergic reactions.
6. Ensure effective communication between school, families, healthcare professionals and external agencies.

7. Promote inclusion whilst avoiding unnecessary restrictions.
8. Provide clear procedures for responding to allergic reactions and anaphylaxis.

4. Scope

This policy applies to:

- all pupils;
- all employees;
- governors;
- volunteers;
- contractors;
- agency staff;
- peripatetic staff;
- visitors;
- activities occurring on and off the school site;
- educational visits;
- transport arrangements organised by the school;
- breakfast clubs, enrichment activities and extra-curricular provision.

5. Legislation and Statutory Guidance

This policy has been developed with regard to:

Primary Legislation

- Children and Families Act 2014 (Section 100)
- Equality Act 2010
- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Human Rights Act 1998
- Children Act 1989
- Children Act 2004
- Food Information Regulations 2014
- Food Safety Act 1990
- Food Safety and Hygiene (England) Regulations 2013

- Data Protection Act 2018
- UK General Data Protection Regulation (UK GDPR)

Statutory Guidance

- DfE *Allergy Safety in Schools* Statutory Guidance (July 2026) [[gov.uk](#)], [[assets.pub...ice.gov.uk](#)]
- DfE *Supporting Pupils at School with Medical Conditions* [[gov.uk](#)], [[gov.uk](#)]
- Keeping Children Safe in Education (current edition)
- School Food Standards
- DfE Allergy Guidance for Schools [[gov.uk](#)]

Benedict's Law

This policy has been written to meet the requirements introduced through Benedict's Law and subsequent statutory allergy guidance, including requirements relating to:

- a published whole-school allergy policy;
- allergy awareness and emergency response training;
- named senior leadership responsibility;
- individual healthcare planning;
- availability of spare emergency adrenaline auto-injectors (AAIs);
- recording, monitoring and learning from incidents and near misses. [[gov.uk](#)], [[gov.uk](#)], [[assets.pub...ice.gov.uk](#)]

6. Definitions

For the purposes of this policy:

Allergy means an immune system response to an allergen.

Allergen means a substance capable of causing an allergic reaction.

Allergic Reaction means an adverse reaction occurring after exposure to an allergen.

Anaphylaxis means a severe and potentially life-threatening allergic reaction requiring immediate emergency treatment.

Adrenaline Auto-Injector (AAI) means emergency medication prescribed or held for the treatment of anaphylaxis.

Individual Healthcare Plan (IHP) means a written document detailing medical needs, risk management arrangements and emergency procedures.

7. Roles and Responsibilities

The Governing Board

The Governing Board will:

- approve and review this policy;
- ensure statutory duties are met;
- monitor implementation and effectiveness;
- ensure adequate resources are available;
- receive appropriate monitoring reports regarding allergy safety.

The Headteacher

The Headteacher will:

- ensure implementation of this policy;
- promote a culture of allergy awareness;
- ensure suitable staff training;
- ensure appropriate emergency arrangements exist;
- report serious incidents in accordance with reporting requirements.

Designated Allergy Lead

The school appointed Allergy Lead is Mr Ben Norton (Associate Assistant Headteacher)

The Allergy Lead will:

- oversee implementation of this policy;
- coordinate allergy risk management;
- monitor training compliance;
- maintain oversight of Individual Healthcare Plans;
- review incidents and near misses;
- oversee liaison with families and healthcare professionals;
- ensure emergency medication arrangements remain compliant.

School Staff

All staff will:

- complete required allergy training;
- read relevant healthcare plans;
- take reasonable steps to reduce risks;
- respond appropriately to allergic reactions;
- follow emergency procedures;

- report concerns, incidents and near misses promptly.

Parents and Carers

Parents and carers are expected to:

- inform the school of allergies and medical needs;
- provide accurate and up-to-date information;
- supply prescribed medication where necessary;
- participate in healthcare plan reviews;
- immediately notify the school of any changes.

Pupils

Pupils are encouraged, where age and understanding permit, to:

- inform staff if they feel unwell;
- avoid known allergens;
- follow agreed safety measures;
- carry prescribed medication where agreed within their healthcare plan.

8. Identification of Pupils with Allergies

The school will identify pupils with allergies through:

- admissions processes;
- medical information forms;
- regular parental updates;
- healthcare professional advice;
- annual reviews.

Records shall be maintained securely and updated promptly whenever information changes.

9. Individual Healthcare Plans (IHPs)

The school will develop an Individual Healthcare Plan for pupils where required under statutory guidance. [\[gov.uk\]](#), [\[gov.uk\]](#)

Plans will normally include:

- allergy diagnosis;
- identified allergens;
- symptoms of reaction;

- prescribed medication;
- storage arrangements;
- emergency procedures;
- staff responsibilities;
- participation arrangements for school activities;
- parental and healthcare contacts.

Plans will be reviewed at least annually and sooner where circumstances change.

10. Allergy Risk Management

The school adopts a risk-reduction approach rather than claiming to be allergen-free.

The school will:

- undertake suitable risk assessments
- identify foreseeable hazards
- implement proportionate safeguards
- promote good hygiene practices
- ensure appropriate supervision
- support informed decision making

The school will not generally designate itself as "nut free" or "allergen free" because such claims cannot be guaranteed. Instead, risk management measures will be implemented based upon identified needs.

11. Food and Catering Arrangements

The school and catering provider will:

- comply with food information and allergen legislation
- make allergen information available
- maintain robust food preparation procedures
- minimise risks of cross-contamination
- ensure staff receive appropriate training
- support pupils requiring medical diets

Pupils with allergies will be encouraged to check allergen information before consuming food.

Any catering arrangements for special events shall include consideration of allergen management.

12. School Trips, Visits and Residential Activities

The school is committed to full inclusion.

Planning for educational visits shall include:

- review of healthcare plans
- visit-specific risk assessment
- medication arrangements
- communication with providers
- staff briefing
- emergency service access considerations

No pupil will be excluded from a visit solely because of an allergy unless a suitably evidenced risk assessment demonstrates that safety cannot reasonably be achieved.

13. Curriculum Activities

Departments will consider allergy risks within practical activities including:

- Food Technology
- Science
- Art and Design
- Duke of Edinburgh activities
- Enrichment programmes

Appropriate adjustments and risk assessments will be implemented where required.

14. Emergency Medication

The school will maintain arrangements for both:

1. pupils' prescribed medication; and
2. spare emergency AAls held by the school in accordance with national guidance and legislation. [\[gov.uk\]](#), [\[gov.uk\]](#)

The school will:

- maintain an adequate stock of in-date AAls
- keep medicines securely but readily accessible
- carry out regular checks
- maintain usage and audit records

- replace medication before expiry

15. Training

All staff present during times when pupils are expected to be on site shall receive allergy awareness and emergency response training at least annually. [[assets.pub...ice.gov.uk](#)], [[gov.uk](#)]

Training will include:

- understanding allergies
- recognising symptom
- identifying anaphylaxis
- emergency procedures
- use of AAls
- communication and reporting responsibilities
- lessons learned from incidents

New staff will receive induction training as soon as practicable.

Appropriate records of training will be retained.

16. Responding to an Allergic Reaction

Where an allergic reaction is suspected staff will:

1. Remain calm
2. Seek assistance immediately
3. Follow the pupil's healthcare plan where available
4. Administer prescribed medication where required
5. Contact emergency services where indicated
6. Administer adrenaline promptly if anaphylaxis is suspected
7. Inform parents/carers as soon as possible
8. Record the incident

Where an adrenaline auto-injector is administered, emergency services will be contacted immediately and monitoring will continue until medical professionals assume responsibility.

17. Inclusion, Wellbeing and Anti-Bullying

The school will promote understanding of allergies throughout the school community.

The school will not tolerate:

- bullying related to allergies
- deliberate allergen exposure
- discriminatory behaviours
- exclusion resulting from medical conditions

Any such behaviour will be managed through safeguarding, behaviour and anti-bullying procedures.

18. Visitors, Contractors and Community Users

Visitors and third parties will be expected to cooperate with allergy safety arrangements.

Where external providers operate on behalf of the school, they shall be expected to comply with relevant aspects of this policy.

19. Record Keeping

The school will maintain records relating to:

- healthcare plans
- prescribed medication
- emergency medication
- training
- incidents
- near misses
- risk assessments
- parental communications

Records will be managed in accordance with data protection requirements.

20. Incident Reporting and Learning

All allergic reactions, anaphylactic episodes, significant concerns and near misses shall be recorded and reviewed. [\[gov.uk\]](#), [\[assets.pub...ice.gov.uk\]](#)

Reviews will consider:

- root causes
- procedural effectiveness
- required improvements
- staff learning

- communication with families

Actions arising from reviews will be monitored through the school's health and safety and safeguarding arrangements.

21. Monitoring and Review

The Allergy Lead shall monitor implementation of this policy throughout the year.

An annual report will be provided to governors covering:

- training compliance
- healthcare plan compliance
- medication audits
- incidents and near misses
- areas for improvement

This policy will be reviewed annually or sooner where:

- legislation changes
- statutory guidance changes
- serious incidents occur
- operational practice requires amendment

Appendix A - Emergency Signs of Anaphylaxis

Possible signs may include:

- breathing difficulties
- wheeze or persistent cough
- throat tightness
- swollen tongue
- difficulty speaking
- dizziness or collapse
- sudden severe illness after allergen exposure
- Hoarse voice

If anaphylaxis is suspected, administer adrenaline without delay and call 999.

Appendix B - Linked Policies

- Safeguarding and Child Protection Policy
- Supporting Pupils with Medical Conditions Policy
- Health and Safety Policy
- Educational Visits Policy
- First Aid Policy
- Behaviour Policy
- Anti-Bullying Policy
- Attendance Policy
- SEND Information Report
- Data Protection Policy