



**ALAMEEN**  
PRIMARY SCHOOL



# ALLERGY SAFETY POLICY

**Approved by:** Mohammed Rahman (Head Teacher)

**Date effective from:** October 2026

**Next review due by:** October 2027

**Signed:** M A Rahman

IN THE FOOTSTEPS OF

MUHAMMAD

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## 1. Aims

This policy aims to ensure that:

- All pupils, staff and visitors with a known allergy are protected from unnecessary risk of exposure to their allergens while on the school site or taking part in school-organised activities off site;
- Staff, pupils and parents understand how the school identifies, records and manages allergy, including the risk of anaphylaxis;
- All staff are able to recognise the signs of an allergic reaction, including anaphylaxis, and respond quickly and confidently in an emergency;
- Pupils with allergy are able to participate fully and safely in the life of the school, including meals, trips, sporting and extra-curricular activities;
- The school meets its duties in respect of allergy safety under Section 100 of the Children and Families Act 2014 (as extended by Section 34 of the Children's Wellbeing and Schools Act 2026, known as "Benedict's Law") and the Education (Independent School Standards) Regulations 2014.

The governing board will implement this policy by:

- Naming a member of the senior leadership team with day-to-day responsibility for allergy safety;
- Ensuring all staff, including supply, agency, catering and lunchtime staff, receive allergy awareness and emergency response training at least annually;

- Ensuring spare adrenaline auto-injector (AAI) devices are held on site, kept in date, and accessible within five minutes from anywhere on the school site;
- Maintaining an up-to-date allergy register and Individual Healthcare Plans (IHPs) for pupils who need them;
- Reviewing this policy at least annually, and following any incident or near miss.

The named senior leader with responsibility for allergy safety is Shefa Malik (SEND and EAL Co-ordinator), who is responsible for driving implementation of this policy and leading its annual review, working with the Headteacher and the Appointed Person for First Aid, Noreen Ghazala.

## 2. Legislation and Statutory Basis

This policy has regard to the following legislation and guidance:

- Section 100 of the Children and Families Act 2014, as extended by Section 34 of the Children's Wellbeing and Schools Act 2026 ("Benedict's Law"), which introduces a duty on schools to have and maintain an allergy safety policy;
- The DfE's statutory guidance Allergy Safety in Schools, Colleges and Early Years Settings (July 2026) and the accompanying Allergy Safety Policy Template;
- The Equality Act 2010;
- The Education (Independent School Standards) Regulations 2014, Part 3 (welfare, health and safety of pupils);
- The Health and Safety (First-Aid) Regulations 1981;
- UK GDPR and the Data Protection Act 2018;
- The Statutory Framework for the Early Years Foundation Stage (September 2026);
- DfE guidance: Supporting Pupils at School with Medical Conditions.

*Note on scope: the duty in Section 34 of the Children's Wellbeing and Schools Act 2026 currently takes effect as statutory guidance for maintained schools, academies and pupil referral units. The Department for Education has stated its intention to introduce equivalent requirements for independent schools through amendments to the Education (Independent School Standards) Regulations 2014. Al Ameen Primary School has adopted this policy now, following the DfE's statutory template, as a matter of good practice and pupil safety, and in anticipation of this requirement being formally extended to independent schools.*

This policy operates in conjunction with the school's Supporting Pupils with Medical Conditions Policy, First Aid Policy, SEND Policy, EAL Policy, Health and Safety Policy, Anti-Bullying Policy, Safeguarding and Child Protection Policy, Data Protection Policy and Privacy Notice.

## 3. Roles and Responsibilities

### 3.1 The Governing Board

- Has ultimate responsibility for ensuring the school has, maintains and publishes an allergy safety policy;
- Ensures the named senior leader for allergy safety has the time, training and resources to fulfil the role;
- Ensures this policy is reviewed at least annually and after any incident or near miss.

### 3.2 The Headteacher

- Has day-to-day responsibility for implementing this policy;
- Ensures the policy is published on the school website and made available in hard copy on request;
- Ensures induction, supply and cover staff receive allergy awareness training before working unsupervised with pupils;
- Ensures spare AAI devices are stocked, kept in date and accessible within five minutes from anywhere on site;
- Approves IHPs and Allergy or Asthma Action Plans.

### 3.3 Named Senior Leader for Allergy Safety (Mohammed Rahman)

- Leads the annual review of this policy, taking account of incidents and near misses;
- Oversees the school's allergy register and ensures it is kept current;
- Co-ordinates allergy awareness training for all staff annually;
- Acts as the main point of contact for parents regarding allergy safety arrangements;
- Liaises with the Appointed Person for First Aid and healthcare professionals as needed.

### 3.4 The Appointed Person for First Aid (Noreen Ghazala)

- Ensures spare AAI devices and first aid kits are checked, kept in date and replenished;
- Ensures safe disposal of used or expired AAI devices as sharps waste;
- Supports the emergency response to any allergic reaction on site.

### 3.5 Staff

All staff present when pupils are on site, including temporary, supply, agency, catering and lunchtime staff, will:

- Attend allergy awareness and emergency response training at least annually;
- Be aware of the pupils in their care with a known allergy and their IHP;
- Know how to recognise and respond to signs of an allergic reaction and anaphylaxis;
- Consider allergen exposure risk when planning cooking, science, art, craft, music and animal-related activities;
- Report any allergy-related incident or near miss without delay.

### 3.6 Parents and Carers

- Provide full and up-to-date information about their child's allergy, including any AAI device and Allergy or Asthma Action Plan;
- Contribute to and review their child's IHP;
- Ensure any prescribed AAI device provided to the school is in date and replace it promptly when needed;
- Inform the school promptly of any change in their child's allergy status.

### 3.7 Pupils

Where their age and understanding allow, pupils are supported to understand their own allergy, to avoid known allergens, and to know what to do, or tell an adult, if they feel unwell.

## 4. Culture and Staff Training

All staff present during times when pupils are scheduled to be on site — including permanent, temporary, supply, peripatetic and agency staff, catering staff and regular volunteers — will receive allergy awareness and emergency response training at least annually. This does not extend to contractors carrying out work with no pupil-facing role.

New staff receive this training as part of induction, before working unsupervised with pupils. Supply and cover staff are briefed on relevant pupils' allergies and the location of AAI devices before starting work.

Training will ensure staff:

- Have an awareness of allergy, the risks it poses, and how allergic reactions occur;
- Understand that allergy includes multiple conditions (food allergy, asthma, eczema, hay fever and others), which can co-exist;
- Understand the difference between food allergy, coeliac disease and food intolerance;
- Know where to find information on individual pupils' allergy triggers;
- Can identify the range of symptoms of allergic reactions and recognise anaphylaxis;
- Know how to respond in an emergency, including calling 999, informing parents, and locating and administering AAI devices (prescribed or spare);
- Understand the impact allergy can have on a pupil's wellbeing;
- Understand this allergy safety policy;
- Know how to check whether a pupil is on the allergy register and how to use an Allergy or Asthma Action Plan;
- Understand their responsibilities in reducing the risk of pupils with a known allergy coming into contact with their allergens;
- Understand how to report an allergic reaction or a "near miss".

Training under this policy is allergy awareness and emergency response training. It does not replace any separate clinical governance, competency or delegation arrangements needed where a pupil requires individual healthcare support beyond school-level allergy safety arrangements, for example specific AAI administration training signed off by a healthcare professional as part of an IHP.

## 5. Wellbeing

- The school recognises that living with allergy, and the risk of anaphylaxis, can be a significant source of anxiety for pupils and their families;
- Staff will be sensitive to this and will work with pupils and parents to manage risk in a way that supports the pupil's confidence, dignity and inclusion, avoiding unnecessary singling out;
- Bullying or teasing relating to a pupil's allergy or dietary needs will not be tolerated and will be addressed under the school's Anti-Bullying Policy;
- Reasonable adjustments will be made so that pupils with allergy can take part fully in school life, including trips, sport, cooking activities and celebrations.

## 6. Minimising Risk of Exposure

The school will take reasonable measures to minimise the risk of pupils, staff and visitors with a known allergy coming into contact with their allergens, including:

- Food provided by the school (see Section 7);
- Food brought into school by others, including packed lunches, parties and celebrations — parents of pupils with a known food allergy will be advised of the school's approach to food brought in by others;
- Airborne or contact allergens — where a pupil has a known airborne or contact allergy, the school will put in place reasonable measures to manage the risk of exposure;
- Craft, science, cooking, music and animal-related activities — staff planning any such activity will consider the risk of allergen exposure in advance;
- Educational visits and trips — a specific risk assessment will be completed for any pupil at risk of anaphylaxis before the visit (see Section 12).

## **7. Food Allergy and Safer Eating**

- The school's catering arrangements provide clear allergen information for food provided by the school, in line with the Food Information (Amendment) (England) Regulations 2019 ("Natasha's Law") and EYFS safer eating requirements;
- Cross-contamination risk is actively managed at mealtimes, and pupils with a known food allergy are individually catered for;
- A staff member holding a current paediatric first aid (PFA) certificate is present at every Early Years mealtime, in line with the EYFS Statutory Framework (September 2026).

Further detail on the management of food allergy and safer eating is set out in the school's Supporting Pupils with Medical Conditions Policy (Section 8).

## **8. Identifying and Recording Individual Allergies**

- The school keeps a central, up-to-date register of all pupils (and, where relevant, staff) with a known allergy, their allergens, whether they carry medication such as an AAI device, and whether they have an IHP and/or an Allergy or Asthma Action Plan;
- Information is gathered from parents on admission and on an ongoing basis, from previous settings where relevant, and from healthcare professionals;
- The register is shared with all staff who need it, including cover, supply and catering staff, and is stored in accordance with Section 14;
- Parents and carers must inform the school immediately of any new diagnosis or change to their child's allergy.

## **9. Individual Healthcare Plans and Allergy/Asthma Action Plans**

A pupil will have an Individual Healthcare Plan (IHP), in line with the school's Supporting Pupils with Medical Conditions Policy, where:

- Their allergy has a functional impact on them in school; and
- They are at risk of harm as a result of their allergy; and
- They require arrangements which are additional to or different from those made generally.
- Where a pupil has an Allergy Action Plan and/or Asthma Action Plan issued by a healthcare professional, this will be attached to, or referred to in, their IHP;

- IHPs are reviewed at least annually, and whenever an updated Action Plan is issued;
- IHPs are stored in a location known to, and accessible by, all relevant staff.

## 10. Prescribed (Individually Named) Adrenaline Devices

- Pupils prescribed an AAI device have rapid access to it at all times during the school day, including at lunch, in the playground, on sports fields and on trips — in a case of anaphylaxis, adrenaline should be administered within five minutes;
- Prescribed AAI devices are never locked away;
- Arrangements are agreed with parents for taking individually prescribed AAI devices home (for example at the end of the school day) and for checking they remain in date;
- A record is kept of which pupils have been provided with a prescribed AAI device and an Allergy Action Plan, held alongside the allergy register.

## 11. Spare ("Emergency") Adrenaline Devices

- The school holds spare (unassigned) AAI devices for use in an emergency by any pupil or member of staff believed to be experiencing anaphylaxis, where their own device is not to hand or a second dose is needed;
- Spare devices are stocked and stored in pairs, are readily accessible, and are never locked away;
- As we are a small site, spare AAI devices are held in the medical room (Block A), ensuring that no pupil is more than five minutes from a spare device;
- Spare devices are clearly labelled "spare"/"emergency" to avoid confusion with individually prescribed devices, and are kept as part of a labelled emergency anaphylaxis kit alongside a spare salbutamol inhaler, spacer and instructions for use;
- The Appointed Person for First Aid checks and records the expiry dates of spare devices termly and after any use, in line with the termly first aid kit check described in the First Aid Policy, and arranges replacement before expiry or immediately after use;
- Used or expired AAI devices are disposed of safely as sharps waste.

*Status update (12 September 2026): the school does not currently hold any spare AAI or salbutamol stock. A pair of adrenaline auto-injectors has been ordered under the DfE's guidance on the use of adrenaline auto-injectors in schools; this section will be updated with the exact quantity, brand/strength and expiry date once the devices are received and checked in by the Appointed Person. The single Block A location and termly check cycle described above have been matched to the school's First Aid Policy.*

## 12. Visits and Trips

- Pupils with allergy, including those at risk of anaphylaxis, are supported to take part fully and safely in all visits and trips;
- A specific risk assessment is completed by the Trip Co-ordinator for any pupil at risk of anaphylaxis before an off-site visit, in addition to the general trip risk assessment;
- Pupils at risk of anaphylaxis take their own prescribed AAI device on all trips, and at least one accompanying member of staff is trained in recognising and responding to anaphylaxis and in administering adrenaline;

- Emergency contact details, the pupil's IHP/Allergy Action Plan, and a means of calling for help (school mobile phone) are carried by the lead member of staff.

### **13. Serious Incidents and "Near Misses"**

- Any allergic reaction, incident of anaphylaxis, or "near miss" (where a pupil came close to being exposed to their allergen but harm was avoided) is recorded on an accident/incident form on the same day, in line with the school's First Aid Policy;
- Parents are informed on the same day;
- The school recognises that the effects of an allergen exposure may not become apparent until a pupil is back at home; parents, pupils and healthcare professionals are encouraged to report any reaction or concern to the school as soon as possible;
- Serious incidents are reported to Ofsted (EYFS) and/or the DfE and local safeguarding partners, and to the HSE under RIDDOR where applicable, in accordance with the First Aid Policy;
- Every incident and near miss is reviewed by the named senior leader for allergy safety to identify and act on any lessons for this policy or the school's arrangements, feeding into the annual policy review.

### **14. Information Sharing and Confidentiality**

- A pupil's allergy and health information is special category data under UK GDPR;
- Information is shared with staff, healthcare professionals, and — where necessary for safety and with parental agreement — other pupils or their parents, on a need-to-know basis;
- Information is handled in a controlled and respectful way that protects the pupil's dignity and avoids unnecessary or embarrassing disclosure;
- Further detail is set out in the school's Data Protection Policy and Privacy Notice.

### **15. Raising Awareness of this Policy**

- This policy is published on the school website and available in hard copy from the school office on request;
- All staff are made aware of, and understand, this policy as part of annual allergy awareness training and staff induction;
- Where appropriate, and always in discussion with the pupil and their parents, the school may raise wider awareness among a pupil's peers of how to seek help in an emergency; this does not replace staff emergency response arrangements.

### **16. Monitoring and Review**

This policy will be reviewed at least annually by the named senior leader for allergy safety and approved by the Headteacher, taking account of any incidents, near misses, changes in legislation or DfE/ISI guidance, and feedback from staff and parents. It may be reviewed more frequently, particularly where an incident or near miss suggests areas for improvement.

### **17. Links to Other Policies**

- Supporting Pupils with Medical Conditions Policy

- First Aid Policy
- Health and Safety Policy
- SEND Policy
- EAL Policy
- Anti-Bullying Policy
- Safeguarding and Child Protection Policy
- Data Protection Policy and Privacy Notice
- Complaints Policy