

Oak Hill First School Allergy Policy

Recommended by:	Sarah Allen
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Approved by:	LAGB
Signed:	
Position on the board:	Chair of Governors
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Policy Tier (Central/School):	School

Version 2.1

Amended 17.07.2026- CRST updates

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1. Policy Statement

Oak Hill First School is committed to providing a safe, inclusive and supportive environment for all pupils, staff and visitors with allergies.

We recognise that allergies can have a significant impact on a child's health, wellbeing and ability to access education safely. Allergic reactions can range from mild symptoms to anaphylaxis, a severe and potentially life-threatening medical emergency requiring immediate treatment.

The school will take all reasonable steps to minimise the risk of allergic reactions whilst ensuring that pupils with allergies are able to participate fully in all aspects of school life.

This policy has been developed in accordance with current statutory guidance, including allergy safety requirements introduced through Benedict's Law and food allergen requirements under Natasha's Law.

This policy will be published on the school website and made available to parents and carers upon request.

2. Aims

The aims of this policy are to:

- Protect pupils, staff and visitors with allergies.
- Ensure safe and effective allergy management arrangements.
- Promote inclusion and participation in all aspects of school life.
- Reduce the risk of allergic reactions.
- Ensure staff are trained to recognise and respond to allergy emergencies.
- Clarify responsibilities for governors, leaders, staff, pupils and parents.
- Promote effective communication and partnership with families.
- Meet statutory requirements and best practice guidance.

3. Legislative Framework

This policy should be read alongside:

- Children and Families Act 2014
- Equality Act 2010
- Supporting Pupils at School with Medical Conditions Statutory Guidance
- Health and Safety at Work etc. Act 1974
- Food Safety Act 1990
- Food Information Regulations 2014
- Food Information (Amendment) (England) Regulations 2019 (Natasha's Law)
- Current Department for Education allergy safety guidance
- School First Aid Policy
- Supporting Pupils with Medical Conditions Policy
- Educational Visits Policy
- Health and Safety Policy

4. Principles

The school recognises that it is not possible to create a completely allergen-free environment.

Therefore, Oak Hill First School adopts an allergy-aware approach based upon:

- Risk assessment.
- Effective communication.
- Individual healthcare planning.
- Staff awareness and training.
- Safe food management.
- Prompt emergency response.
- Inclusion and reasonable adjustments.

The school will not normally operate blanket food bans unless advised following a risk assessment and appropriate medical advice.

5. Named Allergy Lead

The Principal will appoint a Named Allergy Lead.

The Allergy Lead will:

- Coordinate allergy management arrangements across the school.
- Maintain allergy records.
- Oversee Individual Healthcare Plans.
- Monitor emergency medication arrangements.
- Coordinate staff training.
- Liaise with parents, carers and healthcare professionals.
- Investigate incidents and near misses.
- Monitor compliance with this policy.
- Report annually to Governors.

6. Identification of Pupils with Allergies

The school will maintain an up-to-date register of all pupils with diagnosed allergies.

Information will be obtained through:

- Admission documentation.
- Medical information forms.
- Communication with parents and carers.
- Healthcare professional guidance.
- Ongoing review of medical needs.

Relevant information will be shared with staff on a need-to-know basis.

7. Individual Healthcare Plans (IHPs)

All pupils requiring additional or different support arrangements because of allergies will have an Individual Healthcare Plan.

Plans will include:

- Nature of the allergy.
- Known allergens and triggers.
- Signs and symptoms.
- Medication requirements.
- Emergency procedures.
- Contact details.
- Reasonable adjustments required.
- Educational visit arrangements where applicable.

IHPs will be reviewed:

- At least annually.
- Following any allergic reaction.
- Following any near miss.
- Following any change in treatment or medical advice.
- At the request of parents, carers or healthcare professionals.

All relevant staff must be familiar with applicable Individual Healthcare Plans.

8. Inclusion and Participation

The school is committed to ensuring that pupils with allergies can participate fully in school life.

Reasonable adjustments will be made where necessary to support participation in:

- Classroom activities.
- School visits.
- Residential visits.
- Sports activities.
- Clubs and enrichment activities.
- Special events and celebrations.

No pupil will be excluded from opportunities solely because they have an allergy where suitable arrangements can be safely implemented.

9. Allergy Management Procedures

The school will:

- Maintain accurate allergy records.
- Promote allergy awareness amongst pupils and staff.
- Implement suitable allergen-control measures where reasonably practicable.
- Encourage effective handwashing.
- Ensure eating areas are appropriately cleaned.
- Reduce opportunities for cross-contamination.
- Consider allergy risks during curriculum activities.
- Include allergy considerations within risk assessments.

Pupils will be regularly reminded not to:

- Share food.
- Share drinks.

- Share eating utensils or cups.

10. Medicines and Adrenaline Auto-Injectors

Parents and carers remain responsible for:

- Informing the school about allergies.
- Providing prescribed medication.
- Ensuring medication remains within expiry dates.
- Replacing medication when required.
- Updating the school about changes to medical needs.

School-held spare adrenaline auto-injectors are emergency medication and do not replace a pupil's prescribed medication.

The school will maintain spare adrenaline auto-injectors in accordance with statutory guidance.

Spare devices will:

- Be securely stored.
- Remain easily accessible.
- Be checked regularly.
- Be available for educational visits where required.
- Be stored in pairs wherever possible.

11. Staff Training

All staff who work with pupils will receive appropriate allergy awareness training.

This includes:

- Teachers.
- Teaching assistants.
- Office staff.
- Lunchtime supervisors.
- Catering staff.
- Premises staff.
- Supply staff.
- Agency staff.
- Regular volunteers.

Training will include:

- Allergy awareness.
- Recognition of allergic reactions.
- Recognition of anaphylaxis.
- Administration of adrenaline auto-injectors.
- Emergency procedures.
- Prevention of cross-contamination.
- Responsibilities under this policy.

Training will be provided:

- During induction.

- At least annually.
- Following significant incidents where relevant learning is identified.

Records of all training will be maintained.

12. Catering and Food Safety

The school and catering provider will:

- Comply with all relevant food safety legislation.
- Maintain allergen information for meals provided.
- Operate effective allergen-control procedures.
- Minimise the risk of cross-contamination.
- Ensure food is appropriately labelled.
- Ensure catering staff receive appropriate training.
- Communicate effectively with families regarding allergen requirements.

Where catering is externally provided, the school will seek annual assurance that suitable allergen-management procedures are in place.

13. Educational Visits and Off-Site Activities

All educational visits will include consideration of allergy risks.

Risk assessments will consider:

- Medical needs.
- Access to medication.
- Food provision arrangements.
- Availability of trained staff.
- Emergency communication procedures.
- Venue-specific risks.

Pupils with allergies will be supported to participate in visits wherever it is safe and reasonable to do so.

14. Emergency Procedures

All staff must treat suspected anaphylaxis as a medical emergency.

If anaphylaxis is suspected:

1. Administer an adrenaline auto-injector immediately.
2. Call 999 and state "**ANAPHYLAXIS**".
3. Send another adult to direct emergency services to the location.
4. Contact parents or carers as soon as possible.
5. Monitor the pupil continuously.
6. Administer a second AAI if symptoms persist and a second device is available.
7. Record and review the incident.

If in doubt, administer adrenaline and call 999 immediately.

No pupil experiencing anaphylaxis will be left unattended.

15. Record Keeping and Near Miss Reporting

The school will maintain records of:

- Diagnosed allergies.
- Individual Healthcare Plans.
- Staff training.
- Administration of medication.
- Use of AAls.
- Allergy incidents.
- Near misses.

All incidents and near misses will be reviewed to identify:

- Lessons learned.
- Additional control measures.
- Training requirements.
- Procedural improvements.

Actions arising from reviews will be monitored and implemented.

16. Equality and Inclusion

The school will not discriminate against pupils, staff or visitors because of allergies or medical conditions.

Reasonable adjustments will be made where necessary in accordance with the Equality Act 2010.

The school will seek to ensure that pupils with allergies are able to access the same opportunities as their peers wherever it is safe and reasonable to do so.

17. Roles and Responsibilities

Local Academy Governing Board

The Governing Board will:

- Approve and review this policy.
- Seek assurance that allergy risks are being effectively managed.
- Receive information regarding significant incidents where appropriate.
- Monitor implementation through governance processes.
- Ensure adequate resources are available.

Principal

The Principal will:

- Implement this policy.
- Ensure staff training is completed.
- Appoint a Named Allergy Lead.
- Ensure suitable procedures are maintained.
- Report to Governors as required.

Named Allergy Lead

The Allergy Lead will:

- Maintain records and healthcare plans.

- Coordinate training.
- Monitor medication arrangements.
- Conduct audits and reviews.
- Lead investigations following incidents.
- Liaise with relevant stakeholders.

Staff

Staff will:

- Follow this policy.
- Attend relevant training.
- Familiarise themselves with applicable healthcare plans.
- Respond appropriately to emergencies.
- Report concerns, incidents and near misses.

Parents and Carers

Parents and carers will:

- Inform the school of allergy diagnoses.
- Provide prescribed medication.
- Ensure medication remains in date.
- Participate in healthcare plan reviews.
- Inform the school of changes to medical needs.

18. Monitoring and Review

The Principal and Named Allergy Lead will monitor implementation of this policy.

The Local Academy Governing Board will receive an annual report including:

- Training compliance.
- Medication audits.
- Allergy incidents.
- Near misses.
- Policy compliance.
- Lessons learned and actions taken.

This policy will be reviewed:

- Annually.
- Following a significant allergy-related incident.
- Following changes to legislation or statutory guidance.