Bridgewater Park
Primary School
GROWING AND LEARNING TOGETHER

Bridgewater Park Primary School

Allergy Policy

Reviewed: September 2026

Pupil allergy policy
Bridgewater Park Primary School

Approved by:	**Ashleigh Hudson**	**Date:**
Last reviewed on:	**September 2026**	
Next review due by:		

Contents

1. Aims 2
2. Legislation and guidance 2
3. Roles and responsibilities 3
4. Assessing risk 4
5. Managing risk Error! Bookmark not defined.
6. Procedures for handling an allergic reaction 5
7. Adrenaline auto-injectors (AAIs) 6
8. Training 7
9. Links to other policies 8

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1. Aims

This policy aims to:

At Bridgewater Park Primary School, we are committed to providing a safe, inclusive and supportive environment for all pupils, including those with allergies. This policy sets out the school's approach to the effective management of allergies, with a clear focus on reducing the risk of exposure to allergens and ensuring robust procedures are in place to respond promptly and effectively in the event of an allergic reaction.

We recognise that allergies can have a significant impact on a child's health, wellbeing and ability to fully engage in school life. Our aim is to ensure that all pupils with allergies are identified, supported and included in all aspects of school activity, enabling them to thrive both academically and socially. Through careful planning, clear communication and partnership with parents, carers and healthcare professionals, we strive to meet individual needs and promote pupil safety at all times.

Our school actively promotes and maintains a high level of allergy awareness across the whole school community. Staff are trained to understand the risks, recognise the signs and symptoms of allergic reactions, and respond appropriately. Pupils are supported to develop an age-appropriate understanding of allergies, helping to foster a culture of empathy, responsibility and care for others.

This policy reflects our commitment to safeguarding, inclusion and wellbeing, and will be adapted as necessary to reflect the specific needs of our school community and any emerging guidance or best practice in allergy management.

2.Legislation and guidance

This policy is based on the Department for Education (DfE)'s guidance on allergies in schools and supporting pupils with medical conditions at school, the Department of Health

and Social Care's guidance on using emergency adrenaline auto-injectors in schools, and the following legislation:
The Food Information Regulations 2014
The Food Information (Amendment) (England) Regulations 2019

3.Roles and responsibilities

We take a whole-school approach to allergy awareness.
The following responsibilities are not meant to be exhaustive and will need to be adapted to suit the context of your school.

3.1 Allergy lead

The nominated allergy lead is Mrs Hudson.

They're responsible for:

Promoting and maintaining allergy awareness across our school community
Recording and collating allergy and special dietary information for all relevant pupils (although the allergy lead has ultimate responsibility, the information collection itself may be delegated to the medical officer / the school nurse / administrative staff)
Ensuring:
All allergy information is up to date and readily available to relevant members of staff
All pupils with allergies have an allergy action plan completed by a medical professional
All staff receive an appropriate level of allergy training
All staff are aware of the school's policy and procedures regarding allergies
Relevant staff are aware of what activities need an allergy risk assessment
Keeping stock of the school's adrenaline auto-injectors (AAIs)
Regularly reviewing and updating the allergy policy

3.2 School nurse/medical officer

The school nurse/medical officer is responsible for:

Co-ordinating the paperwork and information from families
Co-ordinating medication with families
Checking spare AAIs are in date
Any other appropriate tasks delegated by the allergy lead

3.3 Teaching and support staff

All teaching and support staff are responsible for:

Promoting and maintaining allergy awareness among pupils
Maintaining awareness of our allergy policy and procedures
Being able to recognise the signs of severe allergic reactions and anaphylaxis
Attending appropriate allergy training as required
Being aware of specific pupils with allergies in their care
Carefully considering the use of food or other potential allergens in lesson and activity planning
Ensuring the wellbeing and inclusion of pupils with allergies

3.4 Parents/carers

Parents/carers are responsible for:

Being aware of our school's allergy policy
Providing the school with up-to-date details of their child's medical needs, dietary requirements, and any history of allergies, reactions and anaphylaxis
If required, providing their child with 2 in-date adrenaline auto-injectors and any other medication, including inhalers, antihistamine etc., and making sure these are replaced in a timely manner
Carefully considering the food they provide to their child as packed lunches and snacks, and trying to limit the number of allergens included
Following the school's guidance on food brought in to be shared
Updating the school on any changes to their child's condition

3.5 Pupils with allergies

These pupils are responsible for:

Being aware of their allergens and the risks they pose
Understanding how and when to use their adrenaline auto-injector
If age-appropriate, carrying their adrenaline auto-injector on their person and only using it for its intended purpose

3.6 Pupils without allergies

These pupils are responsible for:

Being aware of allergens and the risk they pose to their peers
Add any other responsibilities
Older pupils might also be expected to support their peers and staff in the case of an emergency.

4.Assessing risk

The school will conduct a risk assessment for any pupil at risk of anaphylaxis taking part in:

Lessons such as food technology
Science experiments involving foods
Crafts using food packaging
Off-site events and school trips
Any other activities involving animals or food, such as animal handling experiences or baking
A risk assessment for any pupil at risk of an allergic reaction will also be carried out where a visitor requires a guide dog.

5.1 Hygiene procedures

Pupils are reminded to wash their hands before and after eating
Sharing of food is not allowed
Pupils have their own named water bottles

5.2 Catering

The school is committed to providing safe food options to meet the dietary needs of pupils with allergies.
Catering staff receive appropriate training and are able to identify pupils with allergies
School menus are available for parents/carers to view with ingredients clearly labelled

Where changes are made to school menus, we will make sure these continue to meet any special dietary needs of pupils
Food allergen information relating to the 'top 14' allergens is displayed on the packaging of all food products, allowing pupils and staff to make safer choices. Allergen information labelling will follow all legal requirements that apply to naming the food and listing ingredients, as outlined by the Food Standards Agency (FSA)
Catering staff follow hygiene and allergy procedures when preparing food to avoid cross-contamination

5.3 Food restrictions

We acknowledge that it is impractical to enforce an allergen-free school. However, we would like to encourage pupils and staff to avoid certain high-risk foods to reduce the chances of someone experiencing a reaction. These foods include:
Packaged nuts
Cereal, granola or chocolate bars containing nuts
Peanut butter or chocolate spreads containing nuts
Peanut-based sauces, such as satay
Sesame seeds and foods containing sesame seeds
If a pupil brings these foods into school, they may be asked to eat them away from others to minimise the risk, or the food may be confiscated.
The school tuck shop/vending machine will not sell food containing nuts or sesame seeds.

5.4 Insect bites/stings

Shoes should always be worn
Food and drink should be covered

5.5 Animals

All pupils will always wash hands after interacting with animals to avoid putting pupils with allergies at risk through later contact
Pupils with animal allergies will not interact with animals

5.6 Support for mental health

Pupils with allergies can experience bullying and may also suffer from anxiety and depression relating to their allergy.
Pupils with allergies will have additional support through:
Pastoral care
Regular check-ins with their class teacher

5.7 Events and school trips

For events, including ones that take place outside of the school, and school trips, no pupils with allergies will be excluded from taking part
The school will plan accordingly for all events and school trips, and arrange for the staff members involved to be aware of pupils' allergies and to have received adequate training
Appropriate measures will be taken in line with the schools AAI protocols for off-site events and school trips (see section 7.5).

6. Procedures for handling an allergic reaction

6.1 Register of pupils with AAIs

The school maintains a register of pupils who have been prescribed AAIs or where a doctor has provided a written plan recommending AAIs to be used in the event of anaphylaxis. The register includes:
Known allergens and risk factors for anaphylaxis
Whether a pupil has been prescribed AAI(s) (and if so, what type and dose)
Where a pupil has been prescribed an AAI, whether parental consent has been given for use of the spare AAI, which may be different to the personal AAI prescribed for the pupil
A photograph of each pupil to allow a visual check to be made (this will require parental consent)
The register is kept [in an easily accessible location / in every classroom] and can be checked quickly by any member of staff as part of initiating an emergency response
Allowing all pupils to keep their AAIs with them will reduce delays and allows for confirmation of consent without the need to check the register.

6.2 Allergic reaction procedures

As part of the whole-school awareness approach to allergies, all staff are trained in the school's allergic reaction procedure, and to recognise the signs of anaphylaxis and respond appropriately

Staff are trained in the administration of AAIs to minimise delays in pupil's receiving adrenaline in an emergency

If a pupil has an allergic reaction, the staff member will initiate the school's emergency response plan, following the pupil's allergy action plan

If an AAI needs to be administered, a member of staff will use the pupil's own AAI, or if it is not available, a school one

If the pupil has no allergy action plan, staff will follow the school's procedures on responding to allergy and, if needed, the school's normal emergency procedures

A school AAI device will be used instead of the pupil's own AAI device if:
- Medical authorisation and written parental consent have been provided, or
- The pupil's own prescribed AAI(s) are not immediately available (for example, because they are broken, out-of-date, have misfired or been wrongly administered)

If a pupil needs to be taken to hospital, staff will stay with the pupil until the parent/carer arrives, or accompany the pupil to hospital by ambulance
If the allergic reaction is mild (e.g. skin rash, itching or sneezing), the pupil will be monitored and the parents/carers informed

7. Adrenaline auto-injectors (AAIs)

The school recognises that AAIs are life-saving devices used to treat anaphylaxis. In line with DHSC guidance, from October 2017 schools may purchase and hold spare AAIs for emergency use without a prescription. [gov.uk]

Spare AAIs are intended for use where:
- a pupil's own prescribed AAI is unavailable, expired or not working, or
- in exceptional circumstances, a person experiences anaphylaxis with no prior diagnosis. [assets.pub...ice.gov.uk]

Spare AAIs do not replace pupils' own prescribed medication

7.1 Purchasing of spare AAIs

The allergy lead is responsible for buying AAIs and ensuring they are stored according to the guidance.

7.2 Storage (of both spare and prescribed AAIs)

The allergy lead will make sure all AAIs are:

Stored at room temperature (in line with manufacturer's guidelines), protected from direct sunlight and extremes of temperature
Kept in a safe and suitably central location to which all staff have access at all times, but is out of the reach and sight of children
Not locked away, but accessible and available for use at all times
Not located more than 5 minutes away from where they may be needed (larger schools will require more than one AAI kit, ideally located near the dining area and playground)
Spare AAIs will be kept separate from any pupil's own prescribed AAI, and clearly labelled to avoid confusion.

7.3 Maintenance (of spare AAIs)

The allergy lead is responsible for checking monthly that:
The AAIs are present and in date
Replacement AAIs are obtained when the expiry date is near

7.4 Disposal

AAIs can only be used once. Once a AAI has been used, it will be disposed of in line with the manufacturer's instructions (for example, in a sharps bin for collection by the local council).

7.5 Use of AAIs off school premises

Pupils at risk of anaphylaxis who are able to administer their own AAIs should carry their own AAI with them on school trips and off-site events
Insert your arrangements for taking spare AAIs for emergency use on school trips and off-site events

7.6 Emergency anaphylaxis kit

Insert the following text if relevant (it's good practice for schools to hold spare AAIs as part of an emergency anaphylaxis kit).
The school holds an emergency anaphylaxis kit. This includes:
Spare AAIs
Instructions for the use of AAIs
Instructions on storage
Manufacturer's information
A checklist of injectors, identified by batch number and expiry date with monthly checks recorded
A note of arrangements for replacing injectors
A list of pupils to whom the AAI can be administered
A record of when AAIs have been administered

8. Training

The school is committed to training all staff in allergy response. This includes:
How to reduce and prevent the risk of allergic reactions
How to spot the signs of allergic reactions (including anaphylaxis)
The importance of acting quickly in the case of anaphylaxis
Where AAIs are kept on the school site, and how to access them
How to administer AAIs
The wellbeing and inclusion implications of allergies
Include any other relevant training points
Training will be carried out [e.g. bi-annually or annually] by the allergy lead.
It's recommended that all staff are trained at least once a year.

9. Links to other policies

This policy links to the following policies and procedures:
Health and safety policy
Supporting pupils with medical conditions policy
School food policy