



Barnsbury Primary School and Nursery

Allergy Safety Policy

Policy Owner: Vicky Harbridge

Date of Policy: August 2026

Review Date: August 2027

1. Introduction and Legal Framework

Benedict's Law is new legislation that requires our school to put safety measures in place to protect pupils with allergies Benedict's Law. We must comply with Benedict's Law from September 2026.

This policy sets out how Barnsbury Primary School and Nursery will:

- Identify pupils with allergies and minimise risks
- Train staff in allergy awareness and emergency response
- Ensure access to adrenaline devices
- Support pupils with allergies to participate fully in school life
- Promote the wellbeing and inclusion of children with allergies

This policy should be read alongside our:

- First Aid Policy
- Supporting Pupils with Medical Conditions Policy
- Health and Safety Policy

2. Aims

This policy aims to:

- Protect the health, safety and wellbeing of all pupils with allergies
- Ensure all staff can recognise and respond to allergic reactions, including anaphylaxis
- Create an allergy-aware culture across our school community
- Comply with statutory requirements under Benedict's Law
- Enable pupils with allergies to participate fully and safely in all school activities

3. Roles and Responsibilities

3.1 Allergy Safety Lead

Name: Vicky Harbridge

The Allergy Safety Lead is responsible for:

- Overall implementation and monitoring of this policy
- Ensuring staff receive appropriate training
- Ensuring spare adrenaline devices are in stock and in date
- Recording and reviewing serious incidents and near misses
- Reporting to the governing board on allergy safety
- Leading the annual policy review

First Aid Lead: Vicky Kruger

- Maintaining the register of pupils with allergies
- Overseeing individual healthcare plans (IHPs) for pupils with allergies

3.2 All Staff

All staff are responsible for:

- Completing allergy awareness training
- Being familiar with pupils in their care who have allergies
- Following procedures to minimise allergen exposure
- Recognising signs of allergic reactions
- Knowing how to respond in an emergency, including administering adrenaline auto-injectors (AAIs)
- Recording incidents appropriately

3.3 Parents and Carers

Parents and carers are responsible for:

- Informing the school of their child's allergies
- Providing up-to-date information about their child's condition
- Working with school to develop and review their child's IHP
- Ensuring prescribed AAIs are in date and provided to school
- Informing school immediately of any changes to their child's condition

3.4 Local Governing Committee

The governing board is responsible for:

- Ensuring the school complies with Benedict's Law
- Approving this policy annually

- Receiving reports on allergy safety, including serious incidents and near misses
- Ensuring adequate resources are allocated for allergy safety

4. Identifying Pupils with Allergies

4.1 Information Gathering

We identify pupils with allergies through:

- Admission forms (including nursery admissions)
- Annual medical information updates sent to parents/carers
- Information from parents, carers and healthcare professionals
- Transition information from previous settings

4.2 Allergy Register

The Allergy Safety Lead maintains a confidential register on Arbor of all pupils with allergies, including:

- Pupil name, class and photo
- Type of allergy/allergies
- Severity of reaction
- Prescribed medication and location
- Emergency contacts
- Date of last IHP review

This register is:

- Stored securely online
- Updated when new information is received
- Shared with relevant staff on a need-to-know basis
- Reviewed termly

4.3 Classroom Information

Each classroom displays (in a confidential but accessible location):

- Photos and names of pupils with allergies in that class
- Their specific allergens
- Location of their AAI – if applicable
- Emergency procedures

Staff room and office areas also display this information for all pupils.

5. Individual Healthcare Plans (IHPs)

Any pupil who has an allergy that requires our school to put supportive arrangements in place should have these recorded in an individual healthcare plan. IHPs should be written in collaboration with the pupil and their parents/carers, taking account of advice from healthcare professionals.

5.1 IHP Contents

Each IHP for a pupil with allergies includes:

- Details of the allergy/allergies
- Triggers and symptoms to watch for
- Steps to minimise exposure to allergens
- Emergency procedures and medication
- Location of AAI and any other medication
- Potential staff training needs
- Arrangements for school trips and activities
- Dietary requirements
- Actions to promote wellbeing and inclusion

5.2 IHP Development and Review

IHPs are:

- Developed in partnership with parents/carers, the pupil (where appropriate), and healthcare professionals (where appropriate)
- Reviewed at least annually, or sooner if the pupil's needs change
- Shared with all staff who work with the pupil
- Stored securely but accessible in emergencies

Parents/carers receive a copy of their child's IHP and sign to confirm agreement.

6. Minimising Allergen Exposure

6.1 Food Allergies

School Meals:

- Our catering team is informed of all pupils with food allergies
- Allergen information is available for all meals
- Pupils with food allergies are identified to catering staff
- Separate preparation areas and utensils are used where necessary
- Pupils with severe allergies may eat in a designated area if specified in their IHP

Packed Lunches:

- We encourage parents to avoid sending nuts in packed lunches
- Pupils are taught not to share food
- Tables are cleaned thoroughly after lunch

Classroom Activities:

- Staff check ingredients before any food-based activities (cooking, art, science)
- Alternative arrangements/ adaptations are provided so that all pupils can participate

Celebrations and Treats:

- Non-food rewards and celebrations are encouraged
- Staff do not provide food treats without checking allergies first

6.2 Non-Food Allergens

For pupils with non-food allergies (e.g., latex, animals, plants):

- Risk assessments are completed for relevant activities
- Alternative materials are used where possible
- Pupils are supervised during potentially risky activities
- Classroom pets are chosen carefully, considering known allergies

6.3 School Environment

- Regular cleaning schedules are maintained
- Tables and surfaces are cleaned after meals and activities
- Hand washing is encouraged, especially before and after eating
- Clear allergen-free zones are established where necessary

7. Staff Training**7.1 Allergy Awareness Training for All Staff**

We provide annual allergy awareness training to all staff. This training covers:

- Common allergens and how allergic reactions occur
- Signs and symptoms of allergic reactions
- Recognising anaphylaxis
- Emergency procedures
- How to use an AAI (with practice using training pens)
- Location of spare AAIs and individual pupils' AAIs
- Legal protections for staff administering emergency medication

- Reducing allergen exposure in school

Training Schedule:

- All new staff receive training during induction
- Whole staff refresher training is provided annually
- Additional training is provided when a pupil with new/severe allergies joins the school

7.2 Administering AAI in an Emergency

The guidance recommends that staff training should cover how to administer emergency medication. This is because any delay in giving adrenaline can be fatal. It also explains that in an emergency, anyone – including staff, volunteers– can take reasonable action to save a pupil's life.

The law recognises that rescuers act under extreme pressure. It also reassures staff that mistakes, hesitation, or imperfect technique do not amount to serious and wilful misconduct.

All staff are trained and expected to administer an AAI in an emergency if needed.

8. Adrenaline Auto-Injectors (AAIs)

8.1 Prescribed AAI

Pupils at risk of anaphylaxis must have at least two in-date AAI in school at all times.

These are:

- Clearly labelled with the pupil's name
- Carried by the child in a red waist belt bag at times – first AAI
- Stored in the medical room – second AAI
- Taken on all school trips and activities
- Checked monthly for expiry dates

Parents/carers are responsible for:

- Providing AAI to school
- Replacing expired AAI promptly
- Informing school of any changes to prescription

8.2 Spare AAI

We stock spare adrenaline devices for emergency use. These are:

- Stored in medical room

- Available in two strengths: 150 micrograms (for children under 25kg) and 300 micrograms (for children over 25kg)
- Checked monthly for expiry dates
- Replaced before expiry

Spare AAIs may be used when:

- A pupil's prescribed AAI is not available or has expired
- A pupil is having an anaphylactic reaction but has not been previously diagnosed with allergies

8.3 Storage and Accessibility

AAIs must be:

- Stored at room temperature (not in fridges or direct sunlight)
- Easily accessible to staff in an emergency
- Clearly labelled
- Accompanied by instructions

Staff know the location of all AAIs and can access them quickly.

9. Emergency Procedures

9.1 Recognising Anaphylaxis

Anaphylaxis is a severe, life-threatening allergic reaction. Signs include:

Airway: Swelling of throat and tongue, difficulty swallowing

Breathing: Difficulty breathing, wheezing, persistent cough

Circulation: Pale/floppy, dizziness, loss of consciousness

Skin: Widespread rash, hives, swelling (especially face)

Stomach: Nausea, vomiting, abdominal pain

If in doubt, treat as anaphylaxis.

9.2 Emergency Response Procedure

If a pupil shows signs of anaphylaxis:

1. **Call for help immediately** - send someone to get the AAI and alert the office
2. **Call 999** - state "anaphylaxis" and give school address
3. **Administer the AAI without delay:**
 - Use the pupil's prescribed AAI if available
 - Use a spare AAI if the prescribed one is not immediately available
 - Follow the instructions on the device

- Inject into the outer mid-thigh (can go through clothing)
- Hold firmly in place for 10 seconds
- 4. **Position the pupil:**
 - Lie them down (unless breathing difficulties - then sit them up)
 - Raise their legs if possible
- 5. **Stay with the pupil** - monitor and reassure them
- 6. **Note the time** the AAI was given
- 7. **Contact parents/carers immediately**
- 8. **Be prepared to give a second dose** after 5-15 minutes if symptoms don't improve or worsen
- 9. **Send the used AAI with the ambulance crew**
- 10. **Record the incident** as a serious incident

Even if symptoms improve, the pupil MUST go to hospital for observation.

9.3 After the Emergency

Following an anaphylactic reaction:

- Complete a serious incident report
- Inform parents/carers (if not already present)
- Report to the local governing committee
- Review the incident and identify any lessons learned
- Review and update the pupil's IHP if necessary
- Replace used AAI's immediately
- Provide support to affected staff and pupils

10. Recording and Reporting

10.1 Recording Allergic Reactions

All allergic reactions (mild or severe) are recorded on Arbor, including:

- Date, time and location
- Pupil name
- Suspected allergen/trigger
- Symptoms observed
- Action taken (including any medication given)
- Staff member responding
- Parent/carers notification
- Outcome

10.2 Serious Incidents and Near Misses

We record any serious incident or near miss relating to allergy safety and report it to the pupils' parents/carers and our LGC, in addition to our statutory reporting requirements. We learn lessons from a serious incident or near miss and review our relevant policies and procedures.

Serious incidents include:

- Any anaphylactic reaction requiring AAI administration
- Any reaction requiring emergency services attendance
- Any event where a pupil with allergies is placed at immediate and significant risk of harm

Near misses include:

- A pupil with allergies being given food containing their allergen (but no reaction occurring)
- An expired AAI being discovered
- A pupil's AAI not being taken on a school trip (but not needed)
- Any system failure that could have led to a serious incident

10.3 Reporting Process

For all serious incidents and near misses:

1. **Immediate:** Complete the Serious Incident/Near Miss Report Form
2. **Same day:** Inform parents/carers
3. **Within 24 hours:** Inform the Allergy Safety Lead/headteacher
4. **Within 1 week:** Report to the LGC
5. **Within 2 weeks:** Conduct a review meeting to identify lessons learned
6. **Within 4 weeks:** Implement any necessary changes to policies or procedures

All serious incident and near miss reports are stored securely and reviewed annually to identify patterns and areas for improvement.

11. School Trips and Off-Site Activities

For all trips and activities:

11.1 Planning Stage

- Risk assessment includes consideration of pupils with allergies
- Allergy Safety Lead is consulted
- Venue is contacted about allergen management
- IHPs for affected pupils are reviewed

11.2 Before the Trip

- Staff accompanying the trip are briefed on pupils with allergies
- AAIs for affected pupils are collected and checked
- Spare AAIs are packed
- Emergency contact details are taken
- First aid kit includes antihistamines (if recommended in IHPs)

11.3 During the Trip

- Staff supervise pupils with allergies during meals/snacks
- AAIs are kept accessible at all times
- All staff know how to use AAIs
- Mobile phone contact is maintained with school

11.4 Residential Trips

- Additional planning meeting with parents/carers, where appropriate
- All staff trained in AAI administration
- Medical facilities at destination identified

12. Promoting Inclusion and Wellbeing

We are committed to ensuring pupils with allergies can participate fully in school life

13. Communication

13.1 With Parents and Carers

We communicate about allergy safety through:

- This policy (published on our website)
- Individual meetings for parents of children with allergies
- Regular updates when their child's IHP is reviewed
- Prompt notification of any incidents

13.2 With Staff

Staff are informed through:

- Staff induction
- Annual training sessions
- Staff meetings
- Email updates when new pupils with allergies join
- Display of allergy information in classrooms and staff areas

13.3 With Pupils

Pupils learn about allergy safety through:

- Age-appropriate PSHE lessons
- Class discussions

13.4 With Governors

The Local Governing Committee receives:

- Annual reports on allergy safety
- Reports on all serious incidents and near misses
- Updates on staff training completion
- Information about any policy changes

Next review date: September 2027