

COPPULL PARISH CHURCH OF ENGLAND PRIMARY SCHOOL



Allergy Safety and Anaphylaxis Policy

Date Approved	Next Review	Responsible Person
September 2026	September 2027	J Cooper

1. Introduction

Coppull Parish Church School is committed to providing a safe, inclusive and supportive environment for pupils, staff and visitors with allergies. This policy fulfils the requirements of the Department for Education's *Allergy Safety in Schools* statutory guidance and Benedict's Law, introduced through Section 34 of the Children's Wellbeing and Schools Act 2026.

An allergy is an immune system response to a normally harmless substance. Reactions range from mild symptoms to severe life-threatening anaphylaxis. Common allergens include:

- Peanuts
- Tree nuts
- Sesame
- Milk
- Eggs
- Fish and shellfish
- Insect venom
- Latex
- Medication
- Animal dander
- Pollen

Coppull Parish Church School adopts a whole-school allergy awareness approach and recognises that no school can guarantee an allergen-free environment. Instead, the school focuses on risk reduction, awareness, prevention and rapid emergency response.

2. Principles

Our school will:

- Promote the safety and wellbeing of individuals with allergies.
- Ensure pupils with allergies are fully included in all aspects of school life.
- Maintain appropriate procedures for managing allergic reactions.
- Train all staff annually.
- Work closely with parents, healthcare professionals and catering providers.
- Maintain emergency medication and spare adrenaline devices.
- Learn from incidents and near misses through continuous review and improvement.

3. Roles and Responsibilities

Headteacher and Policy Lead: James Cooper has overall responsibility for:

- Implementation of this policy.
- Compliance with statutory requirements.
- Ensuring staff training is completed.
- Allocation of resources to support allergy safety.
- Reporting and review of allergy-related incidents.
- Annual policy review.

Allergy Coordinator: Marie Connolly are responsible for:

- Maintaining the allergy register.
- Ensuring Individual Healthcare Plans (IHPs) are current.
- Ensuring Allergy Action Plans are available.
- Liaising with parents and healthcare professionals.
- Monitoring staff training.
- Monitoring expiry dates of medication using the school medical register.
- Coordinating educational visit arrangements.
- Reviewing incidents and near misses.
- Coordinating catering communications.

All Staff: All staff are responsible for:

- Understanding this policy.
- Recognising signs of allergic reactions and anaphylaxis.
- Attending annual allergy training.Staff (regular or cover classes)
- Be aware of the pupils in their care who have known allergies
- Ensuring pupils with allergies are safely supported during school trips and educational visits.
- Following Individual Healthcare Plans.
- Reporting incidents and near misses.
- Supporting inclusion and safeguarding.

Parents and Carers: Parents are responsible for:

- Informing school of any allergy diagnosis.
- Providing medical evidence and Allergy Action Plans.
- Supplying prescribed medication.
- Ensuring medication remains in date.
- Informing the school of any changes in allergy management.

Pupils: Pupils are encouraged to:

- Understand their allergies.
- Inform staff immediately if symptoms develop.
- Carry their own medication where appropriate and agreed.
- Follow agreed allergy management measures.

4. Identification of Pupils with Allergies

The school maintains an allergy register. Information is collected through:

- Admission forms
- Annual data collection forms.
- New starter meetings
- Medical information updates.
- Individual Healthcare Plans.
- Allergy Action Plans.

Relevant information is shared securely with:

- Teaching staff
- Support staff
- Catering staff
- Educational visit leaders
- Wraparound care providers

5. Individual Healthcare Plans and Allergy Action Plans

All pupils requiring ongoing allergy management will have an Individual Healthcare Plan (IHP). Where prescribed by healthcare professionals, pupils will also have a current British Society for Allergy and Clinical Immunology (BSACI) Allergy Action Plan.

Plans will:

- Detail allergens and triggers.
- Identify symptoms.
- Provide emergency response procedures.
- Include medication requirements.
- Contain emergency contact details.

Plans will be reviewed annually or following any significant incident.

**The above also applies to staff in school with allergies.*

6. Medication Management

Pupils prescribed adrenaline auto-injectors (AAIs) should have access to two devices at all times. Where appropriate and agreed, pupils may carry their own medication. Medication will be stored:

- In the medical cabinet in the staffroom.
- Alongside the child's Allergy Action Plan.
- In accessible locations known to all staff.
- Never in locked cupboards.
- At room temperature, protected from direct sunlight and temperature extremes

Medication accompanies pupils:

- On educational visits (risk assessments will be conducted for any child or young person at risk of anaphylaxis taking part in a trip off the premises)
- During sporting activities.
- During wraparound provision.

It is the responsibility of the child's parents to ensure that the anaphylaxis kit is up-to-date and clearly labelled, however the allergy coordinator will check medication kept at school on a termly basis. The school medical register will identify when expiry dates are approaching.

AAIs are single use only and must be disposed of as sharps. The sharps bin is kept in the staff room. Used AAIs can be given to ambulance paramedics on arrival or can be disposed of in a

pre-ordered sharps bin. Sharps bins to be disposed of by a local pharmacy or doctor's surgery.

7. Emergency Adrenaline Provision

Coppull Parish Church School holds and maintains emergency spare adrenaline devices. These devices may be used when:

- A pupil's prescribed AAI is unavailable.
- A prescribed device misfires.
- Additional doses are required before emergency services arrive.
- A person experiences anaphylaxis for the first time.

We have an **Emergency Anaphylaxis Kit** that includes 4 EpiPen aAIs (2 x 150mcg and 2 x 300mcg). Their locations are:

- Mounted on the wall in main corridor (next to the staffroom)
- The kit is secured by a tamper seal.

They are:

- Clearly labelled.
- Accessible to staff.
- Checked monthly.
- Maintained in accordance with requirements.

The school medical register is used to monitor expiry dates and ensure replacement devices are obtained promptly.

8. Emergency Response: Anaphylaxis

Mild to Moderate Symptoms

- Itchy rash or hives
- Tingling mouth
- Swelling of lips, face or eyes
- Stomach pain
- Vomiting
- Severe Symptoms (ABC Symptoms)

Airway

- Swollen throat
- Difficulty swallowing
- Hoarse voice

Breathing

- Wheezing

- Persistent cough
- Breathing difficulties

Circulation

- Dizziness
- Pale skin
- Collapse
- Loss of consciousness

These symptoms should be treated as anaphylaxis.

Emergency Procedure

1. Stay with the individual.
2. Call for assistance.
3. Lie the person flat with legs raised where possible.
4. Administer adrenaline immediately.
5. Record the time.
6. Call 999 and state "anaphylaxis".
7. Administer a second AAI after 5 minutes if symptoms persist.
8. Call parents/carers.
9. Send the individual to hospital, even if symptoms improve.
10. Begin CPR if there are no signs of life.

9. Catering and Food Provision

The school and catering provider (Lancashire School Catering) comply with Food Information Regulations 2014 and provide allergen information for food supplied by the school.

Additional controls include:

- Allergy information shared with catering staff.
- Parents encouraged to meet catering staff if required.
- Menus made available in advance.
- Food allergy risks considered during curriculum activities.
- Staff trained in allergen awareness.
- Prevention of cross-contamination.
- Pupils taught not to share food.

Children with food allergies wear a red lanyard at lunchtime to support identification and safe meal provision.

10. Educational Visits and Sporting Activities

Pupils with allergies will be fully included in educational visits and sporting activities.

Before any visit:

- A risk assessment will be completed.
- Medication availability will be checked.
- Staff will carry emergency medication.
- Relevant venue staff will be informed where necessary.
- Pupils requiring emergency medication who do not have it available may not attend unless safe alternative arrangements can be implemented.

At least one trained member of staff will accompany pupils at risk of anaphylaxis.

11. Staff Training

The named staff members responsible for coordinating staff anaphylaxis training and the upkeep of the school's anaphylaxis policy are James Cooper and Marie Connolly. All staff must complete allergy awareness and anaphylaxis training annually.

This includes:

- Teachers
- Teaching assistants
- Midday supervisors
- Office staff
- Catering staff
- Wraparound care staff
- Temporary, supply and agency staff

Training is delivered through:

- The school nursing team.
- School induction programmes.
- Practical trainer-pen sessions.

Training records will be maintained through school systems.

12. Risk Assessment

The school will:

- Undertake annual allergy risk assessments.
- Complete individual pupil allergy risk assessments where required.
- Review assessments following incidents or changes in medical needs.
- Include allergy management within educational visit risk assessments.

13. Incidents and Near Misses

All allergic reactions, accidental exposures and near misses will be recorded.

The school will:

- Investigate each incident.
- Inform parents.

- Update healthcare plans where necessary.
- Identify lessons learned.
- Complete RIDDOR reporting where applicable.

14. Inclusion, Wellbeing and Safeguarding

The school recognises that allergies can affect emotional wellbeing as well as physical health.

The school will:

- Promote allergy awareness.
- Prevent allergy-related bullying.
- Educate pupils through assemblies and curriculum opportunities.
- Plan events inclusively.
- Support pupils who may feel anxious about their allergies.

Repeated failure to provide essential medication or relevant medical information may be considered a safeguarding concern and managed under safeguarding procedures.

15. Allergy Awareness and Nut-Free Approaches

Coppull Parish Church School does not operate a blanket nut-free policy. The school follows the recommendations of Anaphylaxis UK by promoting:

- Allergy awareness.
- Risk assessment.
- Education.
- Effective communication.
- Safe food management.

The school recognises that no environment can be guaranteed completely allergen-free.

16. Policy Review

This policy will be:

- Published on the school website.
- Reviewed annually.
- Reviewed following any serious incident.
- Updated in line with statutory guidance changes.