St Peter's C of E (Aided) Primary School
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Our Vision Statement

At St Peter's we have high expectations where everyone flourishes, achieves and succeeds within a safe, inclusive Christian community. We promote gospel values of independence, respect and empathy. Through an exciting curriculum, children are inspired to find joy as lifelong learners and active world citizens.

ALLERGY AWARENESS

Person Responsible:	Head Teacher
Review Period:	Annual or in light of new legislation
Status:	Statutory
Date Adopted:	Autumn Term 2026
Next review:	Autumn Term 2027
Ratified by Governors:	

Our school policy has been written and adapted following guidance produced by BSACI, Allergy UK and Anaphylaxis UK and approved by the Department for Education. This model policy has been tailored to St Peter's C of E Primary School.

Purpose

The purpose of this policy is to minimise the risk of any pupil suffering a serious allergic reaction whilst at school or attending any school related activity. To ensure staff are properly prepared to recognise and manage serious allergic reactions should they arise.

Named staff members are responsible for coordinating staff allergy awareness and anaphylaxis training and the upkeep of the school's policy:

- Sarah Dunning (Head Teacher)
- Fiona Hopkins (School Business Manager)
- Sally Woods (Governor)

1. Introduction

An allergy is a reaction of the body's immune system to substances that are usually harmless. The reaction can cause minor symptoms such as itching, sneezing or rashes but sometimes causes a much more severe reaction called anaphylaxis.

Anaphylaxis is a serious, life-threatening allergic reaction. The whole body is affected often within minutes of exposure to the allergen, but sometimes it can be hours later. Causes can include foods, insect stings, and drugs.

Most healthcare professionals consider an allergic reaction to be anaphylaxis when it involves difficulty breathing or affects the heart rhythm or blood pressure. Anaphylaxis symptoms are often referred to as the ABC symptoms (Airway, Breathing, Circulation).

It is possible to be allergic to anything which contains a protein; however, most people will react to a fairly small group of potent allergens.

Common UK Allergens include (but are not limited to): -

Peanuts, Tree Nuts, Sesame, Milk, Egg, Fish, Latex, Insect Venom, Pollen and Animal Dander (fur/feathers)

This policy sets out how our school will support pupils with allergies, to ensure they are safe and are not disadvantaged in any way whilst taking part in school life.

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2. Role and responsibilities

Parent Responsibilities

- On entry to the school, it is the parent's responsibility to inform school staff of any allergies. This information should include all previous serious allergic reactions, history of anaphylaxis and details of all prescribed medication.
- Parents are to supply a copy of their child's Individual Healthcare Plan/Allergy Action Plan (care plan) to school. If they do not currently have a care plan this should be developed as soon as possible in collaboration with their healthcare professionals, e.g. GP/allergy specialists.
- Parents are responsible for ensuring any required medication is supplied, in date and replaced as necessary.
- Parents are requested to keep the school up to date with any changes in allergy management. The care plan will be kept updated accordingly.

Staff Responsibilities

- All staff will complete allergy awareness and anaphylaxis training. Initial training for all staff will take place in September 2026. Thereafter, annual update training will be provided (current guidance will be followed relating to how often update training should be provided). Training will be provided for new staff as part of their induction.
- Staff (regular or cover classes) must be aware of the pupils in their care who have known allergies as an allergic reaction could occur at any time and not just at mealtimes. Any food-related activities must be supervised with due caution. A list of 'allergy children', showing the child's photo, name and class are on display in:
    - First Aid Cupboard in school office
    - School Kitchen
    - Staffroom
    - BASE
    - Nursery (nursery children only)
    - Every classroom
    - In register wallet
    - Forest School
    - Curriculum kitchen
- Staff leading school trips will ensure they carry all relevant emergency supplies. Trip leaders will check that for all pupils with medical conditions, including allergies, medication is collected from the school office and taken on the trip.
- The Admin Team will ensure that the up-to-date care plan is kept with the pupils' medication.
- It is the parent's responsibility to ensure all medication is in-date, however the Admin Team will check medication kept at school on a termly basis and send a reminder to parents if medication is approaching expiry.
- The school keeps a register of pupils who have been prescribed an adrenaline auto-injector (AAI) and a record of use of any AAI(s) and emergency treatment given.
- Staff will ensure that any reaction or near miss is recorded and reported internally or in accordance with RIDDOR.
- Staff will ensure that spare AAIs are stored in the school office and are in-date.
- Staff are aware that an out-of-date AAI can be used, if the liquid showing in the window of the pen is clear.
- During an incident, early contact with the ambulance service is recommended and they will give further advice on how to deal with an allergy emergency.

Pupil Responsibilities

- Pupils are encouraged to have a good awareness of their symptoms and to let an adult know as soon as they suspect they are having an allergic reaction.

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- At St Peter's, all children move around school throughout the day, using different classrooms, the hall, the library, the kitchen and areas outside. We have taken the decision that all medication, including AAIs will be kept in the First Aid Area of the school office. If there is an incident, staff will alert the office by sending an adult or a child with the red 'Assistance Required' card (or a verbal message) to the office and staff will attend immediately. These procedures have worked well in the past.

3. Care Plans (also known as Individual Healthcare Plans or Allergy Action Plans)

Allergy action plans are designed to function as individual healthcare plans for children with allergies, providing medical and parental consent for schools to administer medicines in the event of an allergic reaction.

Parents are not asked to give permission to use the school's spare auto- injector, as paperwork is unlikely to be check in the event of an emergency. Confusion would be caused if staff (and/or the ambulance service) felt an AAI should be administered, but the parents have not given consent. Use of the AAI would be considered to be a possible life-saving action.

British Society of Allergy and Clinical Immunology (BSACI) Allergy Action Plans are produced by a medical professional and should not be created by school. These are a national plan that has been agreed by the BSACI, Anaphylaxis UK and Allergy UK. Allergy action plans are designed to function as an individual healthcare plan. Parents will be asked to complete a care plan, using this format/template.

4. Emergency Treatment and Management of Anaphylaxis

What to look for: Symptoms usually come on quickly, within minutes of exposure to the allergen.

Mild to moderate allergic reaction symptoms may include:

- a red raised rash (known as hives or urticaria) anywhere on the body
- a tingling or itchy feeling in the mouth
- swelling of lips, face or eyes
- stomach pain or vomiting.

More serious symptoms are often referred to as the ABC symptoms and can include:

- AIRWAY - swelling in the throat, tongue or upper airways (tightening of the throat, hoarse voice, difficulty swallowing).
- BREATHING - sudden onset wheezing, breathing difficulty, noisy breathing.
- CIRCULATION - dizziness, feeling faint, sudden sleepiness, tiredness, confusion, pale clammy skin, loss of consciousness.

The term for this more severe reaction is anaphylaxis. In extreme cases there could be a dramatic fall in blood pressure. The person may become weak and floppy and may have a sense of something terrible happening. This may lead to collapse and unconsciousness and, on rare occasions, can be fatal.

If the pupil has been exposed to something they are known to be allergic to, then it is more likely to be an anaphylactic reaction.

Anaphylaxis can develop very rapidly, so treatment is needed that works rapidly. Adrenaline is the mainstay of treatment, and it starts to work within seconds.

What does adrenaline do?

- It opens the airways

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- It stops swelling
- It raises blood pressure

As soon as anaphylaxis is suspected, adrenaline must be administered without delay. Action:

- Keep the child where they are, call for help and do not leave them unattended
- LIE CHILD FLAT WITH LEGS RAISED – they can be propped up if struggling to breathe but this should be for as short a time as possible
- USE ADRENALINE AUTO-INJECTOR WITHOUT DELAY and note the time given. AAIs should be given into the muscle in the outer thigh. Specific instructions vary by brand – always follow the instructions on the device
- CALL 999 and state ANAPHYLAXIS (ana-fil-axis)
- If no improvement after 5 minutes, administer second AAI
- If no signs of life commence CPR
- Call parent/carer as soon as possible

Whilst you are waiting for the ambulance, keep the child where they are. Do not stand them up, or sit them in a chair, even if they are feeling better. This could lower their blood pressure drastically, causing their heart to stop.

All pupils must go to hospital for observation after anaphylaxis even if they appear to have recovered as a reaction can recur after treatment. Any used AAIs should accompany the child to hospital, along with the time given.

5. Supply, storage and care of medication

Some children may keep AAIs or other allergy medication in their school bag. This will only happen after discussion with parents. This medication is to be used on the journey to/from school and during the school day, medication that is kept in the school office should be used.

In SCHOOL - All allergy medications, including AAIs and spare AAIs are stored in the first aid cupboard in the First Aid area of the main school office

In GREEN SHOOTS NURSERY – All AAIs and allergy medication are stored in the red emergency backpack

In FOREST SCHOOL – Spare AAIs are stored in the red emergency backpack

IN BASE - Spare AAIs are stored in the red emergency backpack

ALL staff should make themselves familiar with these areas

When children leave school on a trip/sporting activity, their medication will be taken by the adult who accompany the group.

When children go to Forest School, their medication will be taken by the adult accompanying the group. Spare AAIs are stored in the red Emergency Backpack which is kept in the Forest School area.

In SCHOOL - AAIs that have been prescribed for a particular child, are stored in a clearly labeled box, in the School Office, alongside the school's spare injectors.

In GREEN SHOOTS NURSERY – all AALs, both those prescribed for a particular child, along with spare AAIs are stored in the red emergency backpack.

The pupil's medication storage container should contain:

- Two AAIs i.e. EpiPen® or Jext®
- An up-to-date care plan
- Antihistamine as tablets or syrup (if included on allergy action plan)
- Spoon if required
- Asthma inhaler (if included on allergy action plan)
- Childs full name, date of birth and parents contact phone numbers

It is the responsibility of the child's parents to ensure that the anaphylaxis kit is up-to-date and clearly labelled, however the school's Admin Team will check medication kept at school on a termly basis and send a reminder to parents if medication is approaching expiry.

Parents can subscribe to expiry alerts for the relevant AAIs their child is prescribed, to make sure they can get replacement devices in good time.

Storage - AAIs should be stored at room temperature, protected from direct sunlight and temperature extremes.

Disposal - AAIs are single use only and must accompany the child to hospital if used. Out of date AAIs can be returned to the parent.

The school has spare AAIs for emergency use in children who are risk of anaphylaxis, but their own devices are not available or not working (e.g. because they are out of date) or are experiencing anaphylaxis for the first time.

These are stored in the First Aid Cupboard, alongside the prescribed medication. They are clearly labelled.

Two types of spare AAIs are kept in school:

- EpiPen 150mg is for children under 6 years
- EpiPen 300mg is for anyone aged over 6 years

6. Staff Training

The named staff members responsible for coordinating staff anaphylaxis training and the upkeep of the school's anaphylaxis policy are:

- Headteacher: Sarah Dunning
- School Business Manager: Fiona Hopkins
- Admin Assistant: Inne Broos

All staff will complete Allergy Awareness and anaphylaxis training annually, and on an ad-hoc basis during induction of new staff (whole school training took place on 1 September 2026).

Training includes:

- Knowing the common allergens and triggers of allergies
- Spotting the signs and symptoms of an allergic reaction and anaphylaxis. Early recognition of symptoms is key, including knowing when to call for emergency services

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- Administering emergency treatment (including AAIs) in the event of anaphylaxis – knowing how and when to administer the medication/device
- Measures to reduce the risk of a child having an allergic reaction e.g. allergen avoidance, knowing who is responsible for what
- Managing care plans and ensuring these are up to date

7. Inclusion and safeguarding

Our school is committed to ensuring that all children with medical conditions, including allergies, in terms of both physical and mental health, are properly supported in school so that they can play a full and active role in school life, remain healthy and achieve their academic potential.

8. Catering/Cooking

All food businesses, including Caterlink (our school caterers) must follow the Food Information Regulations 2014 which states that allergen information relating to the 'Top 14' allergens must be available for all food products.

The school's menu is available for parents to view half termly in advance with all ingredients listed and allergens highlighted on the Caterlink website.

The Admin Team/Nursery Manager will inform the Kitchen Manager of children with food allergies, and parents are asked to complete information online (Caterlink website). Caterlink has a system in place to ensure catering staff can identify children with allergies. We have a list with photographs which is kept up to date by the Admin Team/Nursery Manager.

Parents with children who have been prescribed an AAI, are encouraged to meet with the Kitchen Manage to discuss their child's needs if they have school lunches.

Note: Our school caterers do not include nuts in any of their food.

All nursery children with identified allergies will wear a red lanyard showing their photo and their allergies during the lunch period. Nursery children often share food, and the lanyards can quickly help staff in this type of situation.

The school adheres to the following Department of Health guidance recommendations:

- Bottles, other drinks and lunch boxes provided by parents for pupils with food allergies should be clearly labelled with the name of the child for whom they are intended.
- The pupil should be taught to also check with catering staff, before selecting their lunch choice.
- Where food is provided by the school, staff should be educated about how to read labels for food allergens and instructed about measures to prevent cross contamination during the handling, preparation and serving of food. Examples include preparing food for children with food allergies first; careful cleaning (using warm soapy water) of food preparation areas and utensils. For further information, parents/carers are encouraged to liaise with the Kitchen Manager.
- Food should not be given to primary school-age food-allergic children without parental engagement and permission (e.g. cooking activities including Forest School cooking.).
- Use of food in crafts, cooking classes, science experiments and special events (e.g. fetes, assemblies, cultural events) needs to be considered and may need to be restricted/risk assessed depending on the allergies of particular children and their age.

BASE – before and after school club also hold information for children who have allergies. A list of children & their photos are on display in Big BASE, Mini BASE and No1 Club.

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9. Educational Visits, Sports Events & Residentials

Staff leading school trips will ensure they carry all relevant emergency supplies. Trip leaders will check that all pupils with medical conditions, including allergies, carry their medication. Pupils unable to produce their required medication will not be able to attend the excursion. Staff will also take spare AAI and inhalers.

All the activities on the school trip will be risk assessed to see if they pose a threat to allergic pupils and alternative activities planned to ensure inclusion.

Overnight school trips should be possible with careful planning and a meeting for parents with the lead member of staff planning the trip should be arranged. Staff at the venue for an overnight school trip should be briefed early on that an allergic child is attending and will need appropriate food (if provided by the venue).

Most parents are keen that their children should be included in the full life of the school where possible, and the school will need their co-operation with any special arrangements required.

10. Allergy Awareness and Nut Bans

St Peter's School supports the approach advocated by Anaphylaxis UK towards nut free schools. This is because nuts are only one of many allergens that could affect pupils, and no school could guarantee a truly allergen free environment for a child living with food allergies. Instead, we advocate for a culture of allergy awareness and education.

Our school believes that a whole school awareness of allergies is the best approach, as it ensures staff and pupils are aware of what allergies are, the importance of avoiding the pupils' allergens, the signs and symptoms, how to deal with allergic reactions and to ensure policies and procedures are in place to minimise risk.

Note: Our school caterers do not include nuts in any of their food.

11. Risk Assessment

St Peter's School will conduct a detailed individual risk assessment for all new joining pupils with allergies and any newly diagnosed pupils, to help identify any gaps in our systems and processes for keeping allergic children safe.

School and individual risk assessments can be downloaded for free from:
https://www.anaphylaxis.org.uk/downloads-form/safer-schools-download/.

12. Useful Links

- Anaphylaxis UK - https://www.anaphylaxis.org.uk
- Safer Schools Programme - https://www.anaphylaxis.org.uk/education/safer- schools-programme
- AllergyWise for Schools online training - https://www.allergywise.org.uk/p/allergywise-for-schools1
- Allergy UK - https://www.allergyuk.org
- Whole school allergy and awareness management - https://www.allergyuk.org/schools/whole-school-allergy-awareness and management
- BSACI Allergy Action Plans - https://www.bsaci.org/professional- resources/resources/paediatric-allergy-action-plans/
- Spare Pens in Schools - http://www.sparepensinschools.uk

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- Department for Education Supporting pupils at school with medical conditions - https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/803956/supporting-pupils-at-school-with-medical-conditions.pdf
- Department of Health Guidance on the use of adrenaline auto-injectors in schools - https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/645476/Adrenaline_auto_injectors_in_schools.pdf
- Food allergy quality standards (The National Institute for Health and Care Excellence, March 2016) https://www.nice.org.uk/guidance/qs118
- Anaphylaxis: assessment and referral after emergency treatment (The National Institute for Health and Care Excellence, 2020) https://www.nice.org.uk/guidance/cg134?unlid=22904150420167115834

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