

Bishop Wilson C. of E. Primary School

Allergy Safety Policy

2026



“Each of you should use whatever gift you have received to serve others, as faithful stewards of God’s grace in its various forms.”

1 Peter 4:10

Ratified by Governors: September 2026

Policy to be reviewed: September 2027

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Section 34 of the Children's Wellbeing and Schools Act 2026 requires that LA-maintained schools, academies and PRUs must have an allergy safety policy.

A named member of the senior leadership team in each school, college or early years setting should have responsibility for allergy safety, including driving the implementation of the allergy safety policy and contributing to or leading review of the policy. At Bishop Wilson CE Primary School, this is Emma Brown (Deputy Head Teacher). It is overseen by the allergy safety governor, Mrs Kate Parry.

This policy will be reviewed at least annually. It will be reviewed more frequently, particularly where incidents or "near misses" suggest areas for improvement. Any review should take account of any incidents and "near misses" and should seek to learn lessons from them. This is essential where incidents suggest that policies or procedures may leave individuals with allergy at risk.

Governing bodies should ensure that allergy safety policies are readily accessible to parents and staff. It is published on the school website and can be made available in hard copy on request.

Allergy Awareness training

All staff present during times when pupils are scheduled to be on site should receive allergy awareness training annually. This includes permanent staff, temporary staff, supply teachers (we will ask supply agencies to ensure that staff supplied have received training), peripatetic staff, agency workers and regular volunteers. It includes catering staff and others who may oversee children and young people at breakfast or after school clubs. It is not intended to include contractors carrying out work with no pupil-facing role such as builders, electricians or other ad hoc maintenance personnel.

All staff employed by Bishop Wilson will receive this training at the start of the new academic year. Where staff begin employment part-way through a year, allergy training will be part of their induction training. We will liaise with Solihull Catering and SISS staff to ensure that their allergy awareness training is up to date and in line with this guidance.

Allergy awareness training should ensure all staff:

- Have an **awareness** of allergy, the risks it poses, how allergic reactions can occur and how to manage it;
- Understand that allergy includes multiple conditions (food allergy, asthma, eczema, hay fever, others), which can co-exist;
- Understand the difference between food allergy, coeliac disease and food intolerance;
- Know where to find information on **allergy triggers**;
- Can identify the range of **symptoms** of allergic reactions;

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- Understand and can recognise **anaphylaxis**;
- Know how to respond in an **emergency**, including:
 - > calling emergency services and informing parents;
 - > how to locate and administer emergency medication (adrenaline for anaphylaxis, asthma reliever inhaler for an asthma attack).
 - > training on how to use the medication/device in an emergency (whether prescribed to a given person or a school's "spare" adrenaline devices);
- Understand the **impact** allergy can have on a child or young person's wellbeing;
- Understand the school's **allergy safety policy**;
- Know how to check whether an individual is on the record of those with known allergy and how to use an Allergy or Asthma Action Plan;
- Understand their **responsibilities** in reducing the risk of individuals with known allergy coming into contact with their known allergens;
- Understand how to **report** an allergic reaction or case of anaphylaxis (whether an incident or a "near miss").

This training will be understood as allergy awareness and emergency response training. It will not replace any separate training, clinical governance, competency or delegation arrangements that may be needed where a child or young person requires individual healthcare support beyond school-level allergy safety arrangements.

Wellbeing

The wellbeing of children and young people with allergy will be promoted, since the risk posed by allergy (and the possibility of anaphylaxis) can be a significant cause of anxiety. All children with an allergy will be supported by staff in school and their wellbeing will be considered as part of their allergy healthcare plan.

If there is any bullying of children and young people with allergy, it will be treated in line with our anti-bullying policy, be taken seriously by all staff and will be addressed appropriately. We will seek to avoid any bullying by continuing to create an inclusive culture, where all belong and will include allergy education as part of our PSHE curriculum to minimise this and as part of our inclusive culture.

Minimising risk

Bishop Wilson will minimise the risk of individuals (whether children, young people, staff or visitors) coming into contact with their known allergens. This will include:

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- Measures to manage the risks of exposure to a food allergen through food provided by the school.
- Measures to manage the risks of exposure to a food allergen through food brought in by others (for example parents, children and young people or staff).
- Where children and young people have known allergy to airborne or contact allergens, the school will put reasonable measures in place to manage the risk of the child or young person being exposed to such allergens. Each instance will have its own risk assessment.
- An expectation that staff planning any activity should consider the risk of exposure to allergens, for example in craft, science, musical or cooking activities, or where activities involve animals.
- Specific risk assessments to manage the risks of exposure to allergens in individuals with an allergy when planning external visits or trips.

Food allergy

Parents will inform Bishop Wilson if their child has a food allergy.; it is their responsibility to keep this information up to date. Information about allergies is shared with Solihull Catering Service so that they can ensure that lunch provided meets children's needs. Solihull Catering Service "take food allergies very seriously, meals are clearly labelled with allergen information, they also offer allergen-free meal options and can create custom meals for children with specific dietary needs."

Bishop Wilson encourages parents and staff to not bring nuts, kiwi, raw or loose eggs and sesame seeds into school and we ask parents to be considerate of allergens when sending children into school with packed lunches, snacks or treats to celebrate birthdays. Children are encouraged not to share food to limit the risk of exposure to an allergen.

Staff will check for allergies when planning cooking/eating activities in their classrooms and inform parents before the activity takes place.

Individual children and young people

Identification

All parents will be asked to complete medical information, including allergies, on entry to school and through an annual update. We ask parents to keep the school informed of allergy diagnoses outside of these standard collection points. Staff will be asked annually if they have any allergies and visitors asked when they arrive at school. It will also be ascertained whether children require their own antihistamine or have permission to use school's and whether they require (and carry in the case of adults) an adrenaline autoinjector (AAI) device.

Children's allergies will be recorded on their SIMs profile. This will also be on MedicalTracker along with their Individual Healthcare Plans and/or an Allergy Action Plan if they have one. A list of children with allergies and their allergens will also be collated and held centrally (on the w

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drive and in the emergency bag with the spare AAI devices), available to staff, to ensure quick identification in an emergency. Parents will be informed of this as part of our information sharing agreement. Staff's allergies will be recorded on SIMs.

Individual Healthcare Plans

Children and young people should have an Individual Healthcare Plan (IHP) if:

- they have an allergy which has a functional impact on them in their school;
- they are at risk of harm as a result of their allergy **and**
- they require arrangements which are additional to or different from those made generally.

The IHP will set out the additional and/or different arrangements that will be in place in school to support the child with their medical condition or allergy, including in emergency situations. Specific support arrangements will be documented through the Individual Healthcare Plan. This includes children and young people whose allergies require flexibility and “reasonable adjustments”, as well as those who require medication (either proactively or in an emergency situation).

Where children and young people have an Allergy Action Plan and/or Asthma Action Plan issued by a healthcare professional, the IHP should refer to or attach it (some children may only require their asthma action plan). Whenever an updated Action Plan becomes available, the child or young person's Individual Healthcare Plan should be reviewed to incorporate it.

Prescribed adrenaline

Children and young people who are prescribed adrenaline devices need rapid access to their devices **at all times**; in a case of anaphylaxis, adrenaline should be administered as soon as possible but within five minutes. This includes in the lunch area, playground and sports fields or when on visits or trips.

- All children with prescribed adrenaline will keep at least one of their devices in school at all times. Should this not be possible for a short period i.e. shortage of supply, it will need to be brought back to school every morning and placed in the medical room. If parents forget, they will be phoned to ask to bring it to school.
- Children's adrenaline device will be kept in a clearly labelled box, in an unlocked cupboard, in the medical room. This box will also include any prescribed antihistamine that can be administered in line with their IHP at the onset of an allergic reaction (this would not be used if anaphylaxis was suspected).
- Expiry dates of devices will be kept on MedicalTracker and parents will be reminded via email when a new one is required. All children that have been prescribed adrenaline devices will also have this detail recorded on MedicalTracker and the additional allergy list.

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School's emergency adrenaline devices

Bishop Wilson has eight adrenaline autoinjectors in the case of emergencies. There are two doses to accommodate children of different ages and different locations to ensure that they can be accessed within 5 minutes as required.

- Emergency adrenaline devices should be used if a child or adult's prescribed pen is not available (including within 5 minutes) or if instructed to do so by medical professionals, including paramedics in the case of an emergency.
- The school's emergency adrenaline devices will be kept in the medical room, in an unlocked, labelled cupboard. The emergency salbutamol inhaler will also be kept in this location so that it can taken to the emergency situation at the same time. The adrenaline devices will be kept in pairs, labelled with the age ranges that match the dosages, in case a second one is necessary.

An additional anaphylaxis emergency kit (containing antihistamine, paired adrenaline autoinjectors and salbutamol inhaler) will be taken out at lunch time and if necessary, play time to ensure that it can be reached in all areas of the school's outdoor area within 5 minutes. This will also include a list of the children with known allergies and which have been prescribed an adrenaline autoinjector.

- In the event of anaphylaxis or suspected anaphylaxis, staff will attend to the child/adult and follow their care plan response. This will usually include raising the alarm so that other staff can call 999 and parents.
- The expiry dates for the adrenaline devices and inhalers will be kept on MedicalTracker so that an alert is received when the date is approaching.
- Out of date medicines will be taken to a pharmacy and replacements brought.

Visits and trips

All children with an allergy should be able to take part in visits and trips. Staff will include contact with allergens as part of their risk assessment, including emergency procedures should an allergic reaction or anaphylaxis occur. Children and young people at risk of anaphylaxis will have their own adrenaline device taken on the trip, and there should be staff trained to administer adrenaline in an emergency.

Serious incidents and "near misses"

All incidents and near misses will be recorded on MedicalTracker. This enables accurate, safe and timely recording but also analysis of patterns in order to review and change procedures as necessary.

In some cases, the impact of exposure to an allergen while at school may not be recognised until the child is back at home. It is therefore important that the child or young person, their parents or others (for example healthcare professionals) report that there has been an incident to school.

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Information sharing

A child or young person's health information is considered special category data under UK GDPR, which means it is highly sensitive and has additional legal protections. Schools have a lawful basis to hold, use and share a child's special category health data when this is necessary, but it should always be done in a controlled and respectful way, because unnecessary sharing can reduce children's confidence in practitioners and can be embarrassing for children and young people who may not want to be singled out.

At Bishop Wilson, information will be kept on secure electronic systems with the exception of a printed copy of the list of children with allergies kept in the emergency anaphylaxis kit, in the children's own emergency allergy box and in the care plan folder in the medical room. Parents will be notified and consent sought for this arrangement. We will share information only when necessary and in the best interests of the child in order to keep them safe.

Awareness of the allergy safety policy

The allergy safety policy will be published on the school website. All staff will be made aware of and understand the policy, as part of annual allergy awareness training or induction. Any wider awareness or training will be considered carefully and discussed with the child or young person and their parents and will not replace staff emergency response arrangements or annual training.

Children at Bishop Wilson will be made aware of aspects of the policy, for example, not sharing food. Parents will also be reminded of procedures such as being a nut free school and keeping school updated in light of new diagnoses.

Links to other policies

This policy should be read alongside the managing medical conditions, health and safety, safeguarding, risk managing procedures including educational visits and trips.