Life in all its fullness

learning together, inspiring each other, achieving our best

Marshfield CE VC Primary School

Allergy Safety Policy

September 2026

Marshfield CE VC Primary School is committed to keeping children, staff and visitors safe from allergic reactions while ensuring full inclusion and access to school life. This policy sets out the school's approach to preventing and responding to allergy-related incidents, including the use of Individual Healthcare Plans (IHCPs), reasonable adjustments to food provision (including for pupils eligible for free school meals), staff training in allergy awareness and adrenaline auto-injector use, and arrangements with caterers and external providers. It is written with regard to section 100 of the Children and Families Act 2014, the Children's Wellbeing and Schools Act 2026 (Benedict's Law) and the Department for Education statutory guidance "Allergy safety in schools" (July 2026), and will be published on the school website and reviewed regularly

Policy Details	**Operational Information**
School Name	Marshfield CE VC Primary School
Named Senior Leader (Head Teacher) **Designated Allergy Lead**	Jessica Bolt
Named Governor	Emma Bradley
Review Frequency	Annually (or immediately following a serious incident/near miss)
Policy Access	Published on the school website and available in hard copy upon request

1. Policy Statement and Culture

At Marshfield we foster a whole-school culture where allergy awareness is part of everyday practice: all staff receive annual allergy and emergency-response training, Individual Healthcare Plans are co-produced with families and health professionals, and clear routines are used at mealtimes, trips and activities to minimise exposure to known allergens without segregating children from peers. We actively promote pupils' emotional wellbeing by reassuring children and families about the steps we

take, by appointing named allergy leaders as points of contact, and by educating pupils to prevent and challenge allergy-related bullying so that children with allergies can participate confidently in all school life. Our approach balances safety and inclusion, ensures visitors and external caterers follow our arrangements.

2. Risk Minimisation & Food Provision

- **Catering Standards**: School catering adheres to the Food Information Regulations 2014 and Natasha's Law, declaring the 14 regulated allergens and labelling Prepacked for Direct Sale (PPDS) foods with full ingredient lists.
- **Mealtime Identification**: Kitchen and dining staff use non-stigmatising methods to identify pupils with allergies during meal services. Allery plans with photographs are in the school kitchen where foods are served and lists of pupils with allergies are shared. Our caters (ABM) complete allergy screening with all pupils.
- **Cross-Contamination Controls**: Safe food preparation practices are enforced, including prohibiting food sharing/trading and ensuring parent-provided lunchboxes are clearly named.
- **Curriculum Adaptations**: Non-food materials are substituted where possible in arts, crafts, and science lessons. Wheat-free alternatives are used for play dough, and potential allergens in bird feed or packaging items are strictly managed.

3. Staff Training & Induction

- **Annual Accredited Mandatory Training**: All staff who are onsite with pupils including: teachers, teaching assistants, catering team members, and midday supervisors, receive allergy awareness and emergency response training at least annually.
    - Most recent training September 1st 2026
    - Provided by Allergy for Schools (via High Speed Training)
- **Training Scope**: Staff will be able to:
    - Identify common allergens and the different types of food hypersensitivities.
    - Recognise the signs and symptoms of allergic reactions, including anaphylaxis.
    - Explain how to help a child in an emergency, including how to administer an adrenaline auto-injector and intranasal adrenaline spray.
    - Explain how to obtain, safely access, store and use prescribed and spare adrenaline devices and conduct an anaphylaxis drill.
    - Describe the policies and procedures required to manage allergies in schools in line with statutory guidance and Benedict's Law.
    - Record, report and review allergy incidents and near misses.
    - Understand the impact of allergies on a child's wellbeing and promote inclusion.

- **Induction Protocols**: Supply staff, agency workers, and new joiners are briefed on pupils with known allergies and directed to the central allergen register as part of their induction.

4. Identification & Individual Healthcare Plans (IHPs)

- **Data Collection**: Medical information regarding allergies is requested upon enrolment and must be received prior to first day on-site.
- **IHP Provision**: Any pupil with an allergy that impacts their school day or poses a risk of harm receives an Individual Healthcare Plan (IHP).
- **Clinical Action Plans**: Official clinical plans provided by healthcare professionals (such as BSACI Allergy Action Plans or Asthma Action Plans) are attached directly to the pupil's IHP.

5. Storage and Management of Adrenaline Devices & Spare Stock

- **Prescribed Medication**: Pupils prescribed Adrenaline Auto-Injectors (AAIs) must have two in-date devices available at school.
- **Storage Protocol**: All adrenaline devices are kept at room temperature, protected from extreme heat and light, kept unlocked, and stored in central locations accessible within 5 minutes.
- **School "Spare" Adrenaline Stock (stored centrally in the main office and accessible by all adults onsite)**:
    - Marshfield CE VC Primary School holds emergency "spare" AAIs purchased via pharmacy order signed by Head Teacher Jessica Bolt.
    - Stock includes one pair of 150 microgram AAIs (for pupils under 6 years) and one pair of 300 microgram AAIs (for pupils aged 6 and over).
    - Emergency salbutamol asthma reliever inhalers and spacers are stored alongside the spare AAIs.

6. Anaphylaxis Emergency Response Protocol

In any instance where a pupil, staff member, or visitor exhibits signs of anaphylaxis (affecting Airway, Breathing, or Circulation):

1. **Positioning**: Lie the individual flat with legs raised immediately. If breathing is difficult, allow them to sit, but **DO NOT** allow them to stand or walk.
2. **Administer Adrenaline**: Administer the pupil's prescribed AAI immediately. If unavailable, misfiring, or expired, administer a school "spare" AAI without delay.
3. **Emergency Call**: Dial 999, request an ambulance, and state "ANAPHYLAXIS".
4. **Second Dose**: If symptoms do not improve after 5 minutes, administer a second AAI.
5. **Observation**: Maintain continuous supervision and notify parents/carers. Help must always be brought to the child; never make an unwell child walk to the school office.

7. Educational Visits and Extracurricular Activities

- **Risk Assessments**: Off-site trip leads must complete an allergen risk assessment prior to departure. Sites that are being visited are informed of all allergies prior to arrival.
- **Medication Portability**: Designated trained staff carry the pupil's prescribed AAIs, IHPs, and emergency action plans on all off-site visits.

8. Incident Reporting and Unacceptable Practice

- **Incidents & Near Misses**: All reactions and near misses are recorded in the xxxx Book, reported to parents and Head Teacher and formally reviewed to learn from the event.
- **Unacceptable Practice**:
    - Delaying or restricting immediate access to prescribed AAIs or inhalers.
    - Sending an unwell pupil to the medical room unaccompanied.
    - Requiring parents/carers to attend school to administer routine allergy medication.
    - Excluding pupils with allergies from school trips, lunches, or attendance rewards.

Procedure Notes – Internal

- Add allergy training to annual list and complete each September
    - Certificates to be stored in H&S folder and individual folders)
- Add administer AAI to consent forms
- Add creating a RA, sharing allergy information and communicating with parents to Educational Visits protocol
- Near misses to be formally recorded (shared Drive H&S folder)
- AAI date checking to be added to admin jobs (currently DC)
- Add allergy training to onboarding process