



## SACRED HEART CATHOLIC PRIMARY SCHOOL

*Love of God, Love of one another, Love of our world, Love of learning*

### Allergies Policy

Date	Review Date	Coordinator	Nominated Governor
June 2026	Annually	Kerri White	Personal Development, Behaviour and Welfare Portfolio Holders

Sacred Heart Catholic Primary School and the governing board is committed to ensuring the safety, inclusion, and wellbeing of all pupils with food allergies, intolerances, and medical dietary needs. This policy outlines how the school prevents exposure to allergens and responds effectively to allergic reactions, including anaphylaxis.

#### Legal framework

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Children and Families Act 2014
- DfE: Supporting Pupils with Medical Conditions (2015)
- Human Medicines (Amendment) Regulations 2017
- Equality Act 2010
- Health and Safety at Work etc. Act 1974
- Food Information Regulations 2014

#### Definitions

- **Allergy:** An immune response to a harmless substance.
- **Anaphylaxis:** A severe allergic reaction requiring urgent treatment.

#### Roles & Responsibilities

- **Governing Body** Ensure the school has an up-to-date allergy policy. Monitor implementation and compliance
- **Headteacher** Overall responsibility for policy implementation. Ensure staff training is completed annually. Maintain emergency procedures and resources
- **Staff** Ensure they know pupils with allergies and their care plans. Attend training on allergy awareness and use of AAIs. Act immediately in an emergency. Avoid bringing allergen-containing food into restricted environments
- **Parents/Carers** Inform the school of any allergies in writing. Provide up-to-date medical information and medication. Ensure medication is in date and clearly labelled. Work in partnership with the school
- **Pupils.** Learn to manage their allergies where age-appropriate. Avoid sharing food. Inform an adult immediately if feeling unwell. A



## SACRED HEART CATHOLIC PRIMARY SCHOOL

*Love of God, Love of one another, Love of our world, Love of learning*

### Identification & Care Plans

All pupils with allergies must have an **Individual Healthcare Plan (IHP)** (or equivalent).

#### Parents/Carers (KEY ROLE) WILL PROVIDE:

- Medical diagnosis
- Allergy details
- Prescribed treatment
- Emergency instructions

They are often the **main source of accurate medical information**

Plans will include:

- Confirmed allergens
- Symptoms
- Emergency procedures
- Location of medication

Care plans are:

- Reviewed annually or when changes occur
- Shared with relevant staff

### Medication and Storage

AAIs should be:

- Stored in a central, easily accessible location
- Clearly labelled with pupil name
- Not locked away

The school will also:

- Hold **spare AAIs** (where consent is given)
- Conduct regular checks of expiry dates
- Ensure medication accompanies pupils on trips

### Prevention of Exposure

The school takes an allergy-aware approach. All staff have access to BROMCOM and medical tracker where allergies are stored for all children. Handwashing is enforced, food sharing is prohibited, and allergen risks are minimised in classrooms and events.

### Food in School

- Parents are asked to avoid sending high-risk allergens (e.g., nuts)
- Packed lunches monitored for compliance where necessary
- School meals provider must provide full allergen information

### Classroom Activities

- Risk assess food-related activities
- Avoid using allergens where possible



## **SACRED HEART CATHOLIC PRIMARY SCHOOL**

*Love of God, Love of one another, Love of our world, Love of learning*

- Provide safe alternatives

### **Celebrations & Events**

- Encourage non-food celebrations
- Only pre-approved food allowed
- Ensure allergen awareness during parties

### **Training**

- All staff receive annual allergy awareness training, including:
  - Recognising allergic reactions
  - Use of AAIs
  - Emergency procedures
- Key staff trained more extensively (e.g., first aiders)

### **Emergency Procedures**

In the event of a suspected allergic reaction:

1. Assess symptoms immediately
2. Administer AAI without delay if anaphylaxis is suspected
3. Call 999 and state “anaphylaxis”
4. Stay with the pupil and monitor
5. Administer second AAI if required (after 5–10 minutes if no improvement)
6. Inform parents/carers
7. All reactions must be recorded and reviewed on Medical Tracker.

### **Educational Visits**

- Risk assessments must include allergy considerations
- Staff must carry:
  - Pupil medication
  - Care plans
- Emergency procedures must be clearly understood before the trip

### **Record Keeping & Communication**

- Maintain an up-to-date allergy register on Medical Tracker / BROMCOM
- Share information with all relevant staff
- Ensure clear communication between:
  - School
  - Parents
  - Catering providers

### **Safeguarding**

Allergy management is part of the school’s safeguarding responsibilities. Failure to follow procedures may place a child at risk and will be addressed accordingly.



## **SACRED HEART CATHOLIC PRIMARY SCHOOL**

*Love of God, Love of one another, Love of our world, Love of learning*

### **Monitoring & Review**

- Policy reviewed annually or sooner if guidance changes
- Updated in line with:
  - Department for Education guidance
  - School Nursing/Local Authority advice

### **Linked Policies**

- Supporting Pupils with Medical Conditions Policy
- First Aid Policy
- Safeguarding Policy
- Educational Visits Policy