



FARNEY CLOSE SCHOOL

ALLERGY MANAGEMENT POLICY

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Signed	
Role	Principal
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Farney Close School acknowledges its duty of care to safeguard, protect and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice. This knowledge has informed the writing of this policy.

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1. Purpose

The purpose of this policy is to ensure the safety, health, and inclusion of all pupils with allergies at the school. The school recognises that allergies, including severe allergies that may result in anaphylaxis, are serious medical conditions that require appropriate management.

This policy outlines the procedures for preventing allergic reactions and responding effectively should an allergic emergency occur

2. Scope

This policy applies to all pupils, staff, volunteers, visitors, contractors, and external providers on school premises or involved in school activities.

3. Legal and Regulatory Framework

This policy has been developed with reference to relevant legislation and guidance, including:

- Children and Families Act 2014
- Supporting Pupils at School with Medical Conditions (Department for Education guidance)
- Human Medicines (Amendment) Regulations 2017 (allowing schools to hold spare adrenaline auto-injectors)

- Health and Safety at Work Act 1974
- Equality Act 2010

The school recognises its duty to support pupils with medical conditions so they can fully access education.

4. Definition of Allergies

An allergy is the body's immune response to a normally harmless substance (allergen). Common allergens include:

- nuts and peanuts
- milk
- eggs
- fish and shellfish
- wheat
- sesame
- insect stings
- latex
- certain medications

A severe allergic reaction is known as anaphylaxis and requires immediate medical treatment.

5. Roles and Responsibilities

Governing Body

The proprietor or governing body is responsible for ensuring that appropriate policies and procedures are in place to safeguard pupils with allergies.

Headteacher

The Headteacher will ensure that:

- this policy is implemented across the school
- staff receive appropriate training
- appropriate medical records are maintained
- risk assessments are completed for pupils with allergies

School Medical Lead / Designated Staff Member

The designated medical lead will:

- maintain the allergy register
- oversee Individual Healthcare Plans

- monitor medication storage and expiry dates
- coordinate staff training

Staff

All staff must:

- be aware of pupils with allergies
- follow risk control measures
- know how to recognise symptoms of an allergic reaction
- understand emergency procedures

Parents and Carers

Parents must:

- inform the school of any allergies
- provide prescribed medication where required
- participate in developing Individual Healthcare Plans
- notify the school of any changes to medical needs

6. Identification of Pupils with Allergies

Information about allergies will be collected during the admission process and recorded in the pupil's medical record.

The school will maintain an **Allergy Register** which identifies pupils with known allergies. Relevant staff will have access to this information.

7. Individual Healthcare Plans

Pupils with significant allergies will have an Individual Healthcare Plan (IHP).

The plan will include:

- details of the allergy and triggers
- signs and symptoms of a reaction
- prescribed medication and dosage
- emergency procedures
- contact details for parents and healthcare professionals

Healthcare plans will be reviewed annually or following any allergic incident.

8. Medication Management

Pupils diagnosed with severe allergies should have prescribed adrenaline auto-injectors available at school.

Medication must:

- be clearly labelled
- be easily accessible in an emergency
- be stored according to manufacturer instructions

The school may hold spare adrenaline auto-injectors for emergency use.

A record will be kept whenever medication is administered.

9. Staff Training

Staff will receive training to enable them to:

- recognise allergic reactions and anaphylaxis
- administer adrenaline auto-injectors
- respond appropriately in an emergency

Training will be provided on induction and refreshed regularly.

10. Prevention and Risk Reduction

The school will take reasonable steps to reduce the risk of exposure to allergens, including:

- maintaining an allergy register
- informing relevant staff of pupil allergies
- risk assessments for activities involving food or potential allergens
- implementing safe food handling procedures

Additional precautions may be taken for pupils with severe allergies.

11. School Meals and Food Handling

The school will work with catering providers to ensure that allergen information is available.

Staff supervising meals will be aware of pupils with allergies and monitor food consumption where necessary.

12. School Trips and Off-Site Activities

Risk assessments will be conducted for trips and activities.

Medication must accompany pupils with allergies during off-site activities. Staff attending trips must be aware of emergency procedures.

13. Emergency Procedures

If a pupil shows signs of an allergic reaction:

- Stay calm and assess the situation.
- Administer prescribed medication immediately if required.
- Call emergency services (999) if anaphylaxis is suspected.
- Contact parents or carers.
- Record the incident.

All incidents will be reviewed to identify improvements to procedures.

14. Record Keeping

The school will maintain records of:

- pupil allergies
- healthcare plans
- staff training
- medication administration
- allergy incidents

15. Safeguarding and Inclusion

The school is committed to ensuring that pupils with allergies are fully included in school life. Reasonable adjustments will be made to support participation in learning and activities.

Bullying related to medical conditions will not be tolerated.

16. Monitoring and Review

This policy will be reviewed annually or sooner if there are changes in legislation or guidance.