Nether Green Junior School

Allergy and Anaphylaxis Policy

Approved by:	Full Governing Body
Last reviewed on:	Autumn Term 2026
Next review due by:	Autumn Term 2027 (or sooner if guidance, legislation, or a pupil's needs change)

1. Introduction and Legal Basis

Nether Green Junior School is committed to the safety, dignity and inclusion of every pupil with an allergy, including those at risk of anaphylaxis. This policy sets out our whole-school approach to identifying, supporting and responding to pupils with allergies.

This policy meets our duty under section 34 of the Children's Wellbeing and Schools Act 2026, which requires the school to have, publish and review a policy for the management of allergies affecting pupils, including the management of pupils at risk of anaphylaxis. This duty took effect from 1 September 2026. In developing and reviewing this policy we have particular regard to the associated Department for Education statutory guidance on allergy and anaphylaxis management in schools.

This policy works alongside our Health, Safety and Wellbeing Policy and our Supporting Pupils with Medical Needs, First Aid and Intimate Care Policy, which set out our wider first aid, medicines and health and safety arrangements. It applies to all pupils, staff, volunteers, contractors and visitors, and to all school activities, including educational visits, sporting fixtures, extra-curricular clubs and wraparound care.

This policy covers provision during the school day, including school-led extra-curricular clubs run by our own staff (for example, knitting club and cross-country club) — staff running these sessions must follow this policy in the same way as during the school day. Where extra-curricular activities or wraparound care are delivered by a separate, external organisation, such as our after-school club, that provider is responsible for its own medical and allergy arrangements, under its own policies.

2. Named Responsibility

- Day-to-day responsibility for allergy safety is held jointly by Mrs Sutton and Ms Brice, in line with DfE guidance that this role should not sit with the catering manager alone.

- The Headteacher retains overall accountability for the implementation of this policy. Allergy safety is reported to Governors as a standing item within the Headteacher's termly health and safety report, rather than as a separate report.

- Class teachers are responsible for knowing which pupils in their class have an allergy and for following the pupil's Individual Healthcare Plan (IHCP).

3. Identifying and Recording Pupils with Allergies

- Parents/carers are asked to provide full allergy information on admission and at the start of each academic year, including any Allergy Action Plan completed with a healthcare professional (for example, a BSACI Allergy Action Plan).

- An Individual Healthcare Plan (IHCP) is completed for every pupil with a diagnosed allergy carrying a risk of a significant reaction, in partnership with parents/carers and, where relevant, health professionals, in line with our Supporting Pupils with Medical Needs, First Aid and Intimate Care Policy.

- A confidential record of pupils with allergies, including photographs where parents consent, is held in the office, staffroom and dining room and shared with relevant staff, supply staff and volunteers on a need-to-know basis.

- Allergy information is updated whenever a pupil's needs change and reviewed at least annually alongside the pupil's IHCP.

4. Reducing Everyday Risk

- Nether Green Junior School asks that peanuts, tree nuts, sesame seeds and products containing them are not brought into school, and takes reasonable steps to reduce their presence, including in food prepared on site. We cannot guarantee a completely allergen-free environment, and rely on this policy, individual pupils' Individual Healthcare Plans, and staff vigilance to manage risk for pupils with a diagnosed allergy.

- Our catering provider is given up-to-date allergen information for all pupils with allergies and provides allergen labelling for food prepared on the premises.

- Classroom activities involving food, including cooking, celebrations, rewards, science and DT lessons, are risk-assessed for allergen exposure, and staff check ingredients before use.

- Birthday treats and food brought in from home are managed in line with the above; class teachers remind parents of this at the start of the year and before relevant events.

- Educational visits, sporting fixtures and residential trips are risk-assessed to include allergen management. The Educational Visits Co-ordinator ensures group leaders are briefed on any pupil's allergy, their IHCP and the emergency procedure before departure, and that AAIs and emergency contact details travel with the group.

5. Emergency Adrenaline Auto-Injectors (AAIs)

- AAIs, both those prescribed to individual pupils and the school's spare, in-date stock (held in accordance with the Human Medicines (Amendment) Regulations 2017 and DfE guidance), are stored in clearly labelled, secure but readily accessible locations: the workroom (locked cupboard), the school office, and the dining hall during the lunchtime period. AAIs are carried on educational visits for any pupil who has one.

- All AAIs are checked regularly for expiry and stock is replenished as needed; the log is maintained by Ms Brice and Mrs Sutton.

- Any member of staff may administer a spare AAI to a pupil reasonably believed to be having a life-threatening allergic reaction, even where it is not prescribed to that pupil, in a genuine emergency.

- In every suspected case of anaphylaxis, staff will administer the AAI without delay, call 999 stating “anaphylaxis”, and contact parents/carers immediately.

- Every suspected allergic reaction or anaphylaxis episode is recorded on the school's accident/incident record — what happened, any treatment given (including whether an AAI was used), who responded and the outcome — in line with our Supporting Pupils with Medical Needs,

First Aid and Intimate Care Policy. Where an incident meets the RIDDOR threshold (for example, hospital treatment following a suspected anaphylactic reaction), it is also reported to the Health and Safety Executive via our existing RIDDOR procedure.

6. Staff Training

- All staff, including teaching staff, teaching assistants, lunchtime supervisors, site staff and catering staff, receive allergy awareness and anaphylaxis emergency response training annually. Training covers understanding allergy, recognising mild and severe reactions, using an adrenaline auto-injector, reducing allergen risk, incident reporting, and supporting the wellbeing and inclusion of pupils with allergies.

- This annual training is delivered as free online e-learning (for example, the Allergy School course provided by High Speed Training and Natasha's Foundation, which is designed to meet the Benedict's Law requirements and takes around an hour per member of staff), completed by every member of staff in their own time.

- Online training is followed by a short in-house practical session, run at a staff meeting or INSET day, in which every member of staff has a go with an adrenaline auto-injector trainer device (a dummy pen containing no needle and no adrenaline). Trainer devices are provided free of charge by AAI manufacturers (EpiPen, Jext and Emerade) on request.

- Designated first aiders and staff who regularly supervise a pupil with a diagnosed allergy receive additional, condition-specific training relevant to that pupil, alongside their existing paediatric first aid training.

- Training records, including online course certificates and attendance at the practical trainer-device session, are maintained by Mrs Jow and reported to Governors as part of termly health and safety monitoring.

7. Publication and Review

- This policy is published on the school website and is brought to the attention of all pupils, parents/carers and staff at least once a year, including at the start of each academic year.

- This policy is reviewed at least annually by the Headteacher and Governors, or sooner if national guidance or legislation changes, following a serious incident, or where a pupil's needs require it.

- In reviewing this policy, the school has particular regard to the current Department for Education statutory guidance on the management of allergies and anaphylaxis in schools.

8. Related Policies

- Health, Safety and Wellbeing Policy

- Supporting Pupils with Medical Needs, First Aid and Intimate Care Policy

- Safeguarding and Child Protection Policy

- Educational Visits Policy