CARLTON
ACADEMY TRUST

Allergy and Anaphylaxis Policy

Approved on behalf of Trustees:	**Gareth Logan**
Date:	**September 2026**
Next Review Date:	**September 2027**

Policy Statement

This policy sets out the procedures that Trust schools will follow to support pupils with allergies, including food allergies and to reduce the risk of allergic reactions within the school environment. The Trust recognises that allergies can be serious and potentially life-threatening medical conditions and are committed to ensuring that pupils with allergies are able to participate fully in school life while maintaining a safe environment. This policy applies to all allergies including food, medication, insect venom, animal and environmental allergies.

Legal Framework

This policy should be read alongside the following legislation and statutory guidance:

- **Children and Families Act 2014**
- **Equality Act 2010**
- **Health and Safety at Work etc. Act 1974**
- **Food Information Regulations 2014**
- **Food Safety Act 1990**
- **Special Educational Needs and Disability Code of Practice (2015)**
- **Supporting Children and Young People with Medical Conditions and Allergy (DfE 2026)**
- **Allergy Safety in Schools Statutory Guidance (DfE 2026)**
- **School Food Standards Guidance**
- **Natasha's Law (Food Information Amendment Regulations 2019)**
- **Allergy Safety in Schools Statutory Guidance (DfE, 2026) (Benedict's Law)**

These laws require schools to:

- Support pupils with medical conditions
- Avoid discrimination against pupils with disabilities (which may include severe allergies)
- Provide accurate allergen information for food served in schools

Scope

This policy applies to:

- All pupils
- Teaching staff
- Support staff
- Catering staff
- Volunteers
- Visitors
- Contractors providing food services and cleaning services

And all activities including:

- School meals
- Break and lunchtime activities
- Classroom food activities
- School trips and visits
- School events involving food

Roles and Responsibilities

Trustees are responsible for:

- Ensuring the school has appropriate policies for managing medical conditions
- Monitoring implementation of this policy
- Ensuring compliance with relevant legislation
- Ensuring appropriate governance oversight of allergy and anaphylaxis safety through a nominated Trustee, being the Chair of the Risk and Audit Committee.

Heads of School will**:**

- Ensure this policy is implemented effectively
- Ensure appropriate staff training is provided
- Ensure Individual Healthcare Plans are in place where required
- Ensure procedures are followed for emergency response
- Act as the Designated Allergy Lead (DAL) or nominate a named senior leader responsible for overseeing allergy safety arrangements, policy implementation, staff awareness and incident review.

Staff are responsible for:

- Being aware of pupils with allergies
- Following Individual Healthcare Plans
- Ensuring pupils are not exposed to known allergens where reasonably possible
- Responding appropriately to allergic reactions
- Reporting concerns or incidents to the school leadership team

Catering Staff must:

- Maintain accurate allergen information for all meals served
- Follow food safety and cross-contamination prevention procedures
- Ensure compliance with food labelling requirements
- Communicate allergen information to relevant school staff

Parents and Carers must:

- Inform the school of any allergies or dietary requirements
- Provide medical evidence where necessary
- Supply prescribed medication where required
- Keep the school informed of any changes in their child's condition

Identification of Pupils with Allergies

The school will identify pupils with allergies through:

- Admissions documentation
- Medical information forms
- Communication with parents/carers
- Healthcare professionals where appropriate

The school will maintain an up-to-date register of pupils with medical conditions including allergies.

Individual Healthcare Plans (IHP)

Where a pupil has a severe allergy or risk of anaphylaxis, the school will develop an **Individual Healthcare Plan** or will utilise the guidance/documentation provided by a qualified medical professional.

The plan will include:

- Known allergens
- Symptoms of allergic reactions
- Medication required and how it should be administered
- Location of medication
- Emergency procedures
- Staff responsibilities

Plans will be developed in consultation with:

- Parents/carers
- Healthcare professionals (where appropriate)
- School staff

Plans will be reviewed at least annually.

Management of Food Allergens

The school will take reasonable steps to reduce the risk of allergen exposure by:

- Ensuring allergen information is available for food served
- Following safe food preparation practices
- Avoiding cross-contamination
- Supervising pupils during mealtimes where appropriate

Food prepared on site and sold directly to pupils must comply with **Natasha's Law**, including:

- Full ingredient lists
- Clear allergen identification

Classroom Activities and School Events

Where food is used in educational activities:

- Staff must check for pupils with allergies beforehand
- Alternative arrangements should be made where necessary
- Pupils should be discouraged from sharing food

During school events involving food, staff should ensure allergen risks are considered and managed appropriately.

School Trips and Off-Site Activities

Before trips or visits involving food:

- Staff must review the healthcare plans of pupils with allergies
- Medication must be carried where required
- Supervising staff must understand emergency procedures

Emergency Procedures

Staff must be able to recognise symptoms of an allergic reaction, which may include:

- Difficulty breathing
- Swelling of lips, tongue or throat
- Skin rash or hives
- Vomiting
- Sudden collapse

Schools must ensure access to prescribed and where held, spare emergency adrenaline auto-injectors with clear procedures for their safe storage and use during an allergic reaction.

Schools holding spare adrenaline auto-injectors will ensure they are stored appropriately, regularly checked and replaced before expiry. In accordance with the Trust First Aid Policy, the routine weekly checks undertaken for first aid equipment will include all adrenaline auto-injectors held on site.

In the event of a severe allergic reaction (anaphylaxis) staff must:

1. Administer adrenaline auto-injector.
2. Call emergency services (999).
3. Follow the pupil's Individual Healthcare Plan (IHP) if one is in place.
4. Contact the school office and parents/carers.
5. Stay with the pupil until medical help arrives.

Staff Training

The school will ensure all staff receive appropriate allergy awareness training and that staff supporting pupils with allergies receive additional training where required, including:

- Allergy awareness
- Recognising symptoms of allergic reactions/anaphylaxis
- Emergency procedures
- Use of adrenaline auto-injectors

Refresher training will take place on a regular basis according to need and statutory/other guidelines.

Record Keeping

All allergy-related incidents and near misses must be recorded, reviewed and used to inform future risk reduction measures.

The school will maintain:

- Records of pupils with allergies
- Individual Healthcare Plans
- Training records
- Incident reports relating to allergic reactions

Records will be managed in accordance with **Data Protection legislation (UK GDPR)**.

Equality and Inclusion

The school is committed to ensuring pupils with allergies are not disadvantaged or excluded from school activities with reasonable adjustments made where necessary to support pupils in accordance with the **Equality Act 2010**.

Monitoring and Review

The Head of School, relevant senior central Trust leaders, and Trustees will monitor the implementation of this policy. This policy will be published on the school's website and made available to parents, carers and staff.

The policy will be reviewed:

- Annually
- Following any serious allergy incident
- Following changes to legislation or government guidance