



Allergy and Anaphylaxis Policy

Keeping pupils safe through awareness planning and prompt action

Policy owner	T Churchill
Responsible governor	Safeguarding Governor
Approved by	Local Governing Body
Policy date	September 2026
Next review	September 2027 or sooner if guidance changes
Applies to	Pupils, staff, governors, volunteers, visitors and contractors

Our Mission

"We are proud of our school as a place of learning, prayer and happiness. Hand in hand with God, Our Lady and St. Joseph, we promise to work hard and be kind to one another so that we can grow stronger together in our faith."

Allergy awareness is part of safeguarding. It is reflected in our culture, planning, training, food arrangements and partnership with families.

Statement of Intent

St Ralph Sherwin Catholic Multi-Academy Trust and St Joseph's Catholic Voluntary Academy are committed to safeguarding and promoting the health, safety and wellbeing of all pupils, staff, volunteers and visitors. We recognise that allergies are common in childhood and that, for some pupils, exposure to allergens can cause serious and potentially life-threatening reactions, including anaphylaxis. Allergies are therefore treated as a health, safeguarding and inclusion issue.

This policy explains how St Joseph's manages allergies and responds to allergic reactions. It aims to ensure that pupils with allergies can attend school safely, feel confident and participate fully in teaching, learning, extracurricular activities, trips and visits.

It is not possible to guarantee an allergen-free environment. St Joseph's therefore follows an allergy-aware approach that reduces risk where reasonably possible, strengthens staff awareness and maintains clear emergency procedures.

Through this policy, the Trust and St Joseph's will:

- take allergies seriously as a safeguarding and inclusion issue;
- work closely with parents, carers and healthcare professionals;
- put proportionate and practical control measures in place;
- ensure staff are trained, confident and prepared to act; and
- respond immediately and effectively in an emergency.

The Trust and St Joseph's maintain this dedicated allergy policy separately from the wider policy on supporting pupils with medical conditions because of the specific and potentially life-threatening risks associated with anaphylaxis.

1 Scope of the Policy

This policy applies to all pupils on roll at St Joseph's. It also applies to all staff, including supply, agency and peripatetic staff, as well as volunteers, governors, contractors and visitors. Parents and carers are expected to support the policy, particularly by sharing accurate medical information and following arrangements for food brought onto the premises.

The school's arrangements take account of:

- the age and stage of pupils;
- the physical layout and organisation of the school site;
- catering arrangements; and
- local staffing structures and named roles.

2 Legal and Statutory Framework

This policy supports the school in meeting its duties under relevant legislation and guidance, including:

- Children and Families Act 2014;
- Equality Act 2010;
- Human Medicines Regulations 2012, as amended to permit schools to obtain and use spare adrenaline auto-injectors;
- Food Information Regulations 2014 and the allergen labelling requirements for prepacked food for direct sale;
- Department for Education statutory guidance Supporting pupils at school with medical conditions;
- Department for Health and Social Care guidance on the use of adrenaline auto-injectors in schools; and
- the national school allergy-safety protections commonly known as Benedict's Law, introduced from September 2026, together with the associated Department for Education statutory guidance.

Benedict's Law is the commonly used name for the strengthened national protections for pupils with allergies; it is not used in this policy as the title of a separate Act of Parliament. In line with those protections, St Joseph's will maintain an accessible supply of spare adrenaline auto-injectors, provide allergy-awareness and emergency-response training for staff, use individual allergy action or healthcare plans, and adopt and publish a clear whole-school allergy policy.

This policy should be read alongside the school's:

- Supporting Pupils with Medical Conditions Policy;
- Administering Medication Policy;
- Health and Safety Policy;
- Educational Visits Policy; and
- Whole School Food Policy.

3 Definitions

Adrenaline auto-injector AAI: A medical device, such as an EpiPen or Jext, that delivers a measured dose of adrenaline to treat a severe allergic reaction.

Allergy: An exaggerated immune response to a substance that is usually harmless to most people.

Allergen: A substance that can trigger an allergic reaction in a susceptible person.

Allergic reaction: The body's response to an allergen. Symptoms may include hives, flushing, itching, tingling or swelling around the mouth or face, wheezing, abdominal pain, nausea, vomiting, anxiety, weakness or changes in heart rate.

Anaphylaxis: A severe and potentially life-threatening allergic reaction that can develop rapidly. Warning signs may include persistent cough, throat tightness, voice change, wheeze, difficulty swallowing or speaking, swelling of the tongue, difficult or noisy breathing, chest tightness, dizziness, collapse, pallor or becoming floppy.

4 Roles and Responsibilities

4.1 Trust Board and Local Governing Body

The Trust Board approves the Trust policy and ensures appropriate oversight and assurance arrangements are in place. The Local Governing Body adopts the policy at school level, monitors effective implementation and reviews its impact at least annually and after any serious allergic incident.

4.2 Headteacher

The Headteacher has overall responsibility for implementing this policy at St Joseph's. This includes ensuring that systems identify pupils with allergies, staff receive suitable training, and emergency medication remains accessible at all times. The Headteacher will identify a senior leader responsible for coordinating allergy management and a governor who oversees arrangements.

4.3 Named Senior Leader

The named senior leader coordinates day-to-day allergy arrangements. This includes overseeing Individual Healthcare Plans, ensuring relevant information is shared appropriately with staff, monitoring risk assessments, and reviewing incidents and near misses so that learning informs future practice.

Named senior leader: Tracey Churchill

4.4 Staff

All staff share responsibility for supporting pupils with allergies. Staff must know which pupils have known allergies where this is relevant to their role, follow Individual Healthcare Plans, reinforce hygiene and food-sharing rules, and act immediately if an allergic reaction is suspected. Staff must complete required allergy and anaphylaxis training and seek guidance whenever they are unsure.

4.5 Parents and Carers

Parents and carers are responsible for:

- telling the school about their child's allergens, typical reactions, prescribed medication, required control measures and steps that reduce risk;
- keeping the school informed of any change to their child's medical needs or treatment;
- providing in-date, clearly labelled medication and replacing it before expiry;
- providing written consent for use of a spare AAI where applicable;
- providing medical documentation and instructions from the child's healthcare professional; and
- raising concerns promptly with the class teacher or named senior leader.

4.6 Pupils

Pupils are encouraged, in an age-appropriate way, to understand their allergies, follow safety rules, avoid food sharing and tell an adult immediately if they feel unwell. Older pupils may take increasing responsibility for carrying and using their medication when this is agreed in their Individual Healthcare Plan.

5 Identifying Pupils with Allergies

St Joseph's maintains a confidential record of pupils with known allergies. Parents and carers are asked for medical information on admission and must report any subsequent diagnosis or change. Relevant staff receive the information they need to keep pupils safe while respecting confidentiality.

6 Individual Healthcare Plans

A pupil with an allergy that may require support or emergency treatment will have an Individual Healthcare Plan where appropriate. The plan will record allergens, usual symptoms, risk-reduction measures, medication, emergency action and contact details. Plans will be developed with parents or carers and, where appropriate, the pupil and healthcare professionals. They will be reviewed at least annually and sooner if needs or treatment change or following an incident.

7 Managing Risk and Reducing Exposure

St Joseph's will take reasonable and proportionate steps to reduce exposure to allergens throughout the school day. Risk assessment will consider:

- food preparation, service and consumption;
- classroom and curriculum activities;
- breakfast clubs, after-school clubs and wraparound provision;
- trips, visits and residential experiences;
- animals on site;
- special events, celebrations and visitors; and
- cleaning, handwashing and management of spills.

Risk assessments will support safe inclusion and will not be used to exclude pupils from activities solely because of an allergy. Food sharing is discouraged, and pupils and staff must follow agreed hygiene arrangements.

8 Adrenaline Auto Injectors

Pupils who have been prescribed AAI's must have timely access to them while in school and on educational visits. Devices are stored safely, clearly labelled and never locked away. Their location must be known to relevant staff.

St Joseph's holds spare AAI's in line with legislation. A spare device supplements, rather than replaces, a pupil's own prescribed AAI. It may only be used for a pupil at risk of anaphylaxis where the required parental consent and medical authorisation arrangements are in place, or as otherwise permitted by current emergency guidance.

Emergency AAI location	School Office
Responsible role	Named senior leader or delegated member of the School Office team
Checks	At least termly and before school trips, including expiry date, condition and accessibility

AAIs will be stored at room temperature, protected from direct sunlight and extreme temperatures, in accordance with the manufacturer's instructions. Used or expired devices will be disposed of safely according to manufacturer and pharmacy guidance.

Whenever an AAI is used, the school will record:

- where and when the reaction occurred;
- the symptoms observed;
- which medication was given and at what time;
- who administered it;
- whether a second dose was required; and
- the emergency response and communication with parents or carers.

9 Emergency Response and Anaphylaxis

Anaphylaxis can occur without warning and may worsen rapidly. If anaphylaxis is suspected, staff must act immediately. Do not wait to see whether symptoms improve.

1. Keep the pupil where they are. Lay them flat with their legs raised. If breathing is difficult, allow them to sit up slowly. Do not allow them to stand or walk.
2. Administer an AAI without delay into the outer thigh, following the device instructions and the pupil's Individual Healthcare Plan. Use the pupil's prescribed device or the school's spare device where authorised.
3. Call 999 immediately and state that anaphylaxis is suspected. Give the school address and access instructions.
4. Ask another adult to contact the School Office, bring the second AAI and contact the pupil's parents or carers.
5. Stay with the pupil, monitor breathing and be prepared to begin CPR if required and if trained to do so.
6. If symptoms have not improved after five minutes, administer a second AAI using a new device and follow the instructions of the emergency call handler.
7. Give used devices and relevant medical information to ambulance staff. A pupil treated for suspected anaphylaxis must be assessed in hospital. A member of staff will accompany the pupil if a parent or carer is not present.

Emergency priority

AAI first • 999 immediately • Second AAI after five minutes if there is no improvement

10 Training

Staff must complete the Trust's Allergy Awareness and Emergency Response training annually through the SRS Hub safeguarding refresher and induction portal. St Joseph's will also arrange practical familiarisation with needle-free trainer devices so staff understand how to use the AAIs held by the school.

New staff receive allergy and emergency-response information during induction. Supply and agency staff are briefed on pupils at risk, medication locations and emergency procedures before taking responsibility for pupils. Catering staff receive role-specific allergen training arranged through the Trust catering service. Training completion is monitored and gaps are addressed promptly.

11 Wellbeing Inclusion and Equalities

Allergies can affect a pupil's emotional wellbeing, confidence and sense of safety. St Joseph's will promote understanding, challenge allergy-related bullying or teasing, and provide reassurance to pupils and families. Reasonable adjustments and proportionate planning will support full participation. No pupil will be excluded from school activities solely because of an allergy.

12 Monitoring and Review

This policy will be reviewed annually by the Trust and St Joseph's. It will also be reviewed after any serious allergic reaction, use of an AAI, significant near miss, material change in guidance or change to local arrangements. Lessons learned will be used to strengthen risk controls, staff training and pupil safety.