Allergy and Anaphylaxis Policy

Ellesmere College

WHY IS AN ALLERGY POLICY IMPORTANT?

Allergy occurs when a person reacts to a substance that is usually considered harmless. It is an immune response and instead of ignoring the substance, the body produces histamine which triggers an allergic reaction.

Most allergic reactions are mild, causing minor symptoms but some can be very serious and cause anaphylaxis which is a life-threatening medical emergency.

People can be allergic to almost anything, but serious allergic reactions are caused most commonly by food, insect venom (such as a wasp or bee stings), latex and medication.

Allergic disease is the most common chronic condition in childhood. On average, one or two children in every class of 30 will have a food allergy so it's vital the whole school community understands allergy, knows how to reduce the risk of an allergic reaction and knows what to do in an emergency.

A severe allergic reaction can cause risk to life but even a mild to moderate reaction or near-miss can have widespread consequences.

An allergy may be a disability under the Equality Act. Whether or not this is the case for an individual child, schools need to consider whether the arrangements they have in place are consistent with their own Diversity, Equity and Inclusion and/or Equal Opportunities policies (or equivalents).

Having a robust Allergy and Anaphylaxis Policy ensures everyone:

- is clear on procedures
- understands their responsibility for reducing the risk of allergic reactions happening
- knows how to respond appropriately if an allergic reaction occurs

Responsibility for a school's Allergy and Anaphylaxis Policy lies with The School.

The policy is a dynamic document and should be reviewed regularly. The Designated Allergy Lead, the School's Senior Management Team and Governors are responsible for ensuring the policy is up-to-date, remains fit for purpose and is implemented.

This Allergy and Anaphylaxis Policy must be publicly available and clearly communicated to all pupils, school staff and parents/carers**.**

1. AIMS AND OBJECTIVES

This policy outlines Ellesmere College's approach to allergy management, including how the whole-school community works to reduce the risk of an allergic reaction happening and the procedures in place to respond if ones does. It also sets out how we support our pupils with allergies to ensure their wellbeing and inclusion, as well as demonstrating our commitment to being an allergy aware school.

This policy applies to all staff, pupils, parents and visitors to the school and should be read alongside these other policies:

First Aid, Medical Conditions in School, Safeguarding, Mental Health and Asthma.

2. WHAT IS AN ALLERGY?

Allergy occurs when a person reacts to a substance that is usually considered harmless. It is an immune response and instead of ignoring the substance, the body produces histamine which triggers an allergic reaction.

Whilst most allergic reactions are mild, causing minor symptoms, some can be very serious and cause anaphylaxis, which is a life-threatening medical emergency.

People can be allergic to anything, but serious allergic reactions are most commonly caused by food, insect venom (such as a wasp or bee sting), latex and medication.

3. DEFINITIONS

ANAPHYLAXIS: Anaphylaxis is a severe allergic reaction that can be life-threatening and must be treated as a medical emergency.

ALLERGEN: A normally harmless substance that, for some, triggers an allergic reaction. You can be allergic to anything. The most common allergens are food, medication, animal dander (skin cells shed by animals with fur or feathers) and pollen. Latex and wasp and bee stings are less common allergens.

Most severe allergic reactions to food are caused by just 9 foods. These are eggs, milk, peanuts, tree nuts (which includes nuts such as hazelnut, cashew nut, pistachio, almond, walnut, pecan, Brazil nut, macadamia etc), sesame, fish, shellfish, soya and wheat.

There are 14 allergens required by UK law to be highlighted on pre-packed food. These allergens are celery, cereals containing gluten, crustaceans, egg, fish, lupin, milk, molluscs, mustard, peanuts, tree nuts, soya, sulphites (or sulphur dioxide), and sesame.

ADRENALINE AUTO-INJECTOR (AAI): Single-use device which carries a pre-measured dose of adrenaline. Adrenaline auto-injectors are used to treat anaphylaxis by injecting adrenaline directly into the upper, outer thigh muscle. Adrenaline auto-injectors are commonly referred to as AAIs, adrenaline pens or by the brand name EpiPen. There are two brands licensed for use in the UK: EpiPen and Jext Pen. For the purposes of this Policy we will refer to them as Adrenaline Auto Injectors (AAI's).

ALLERGY ACTION PLAN: This is a document filled out by a healthcare professional, detailing a person's allergy and their treatment plan. We use the BSACI Allergy Action Plan paediatric templates which include versions for: people without a prescribed adrenaline pen, and people prescribed with different brands of adrenaline pen.

DESIGNATED ALLERGY LEAD(S): Senior Nurse, E. Davies, assistant lead Nurse, C. Hinton are responsible for overseeing allergy management across the school and acting as the main point of contact for pupils,

parents and staff. They report to the Designated Safeguarding Lead. There is a named governor for Safeguarding which includes medical/allergy detailed oversight.

INDIVIDUAL HEALTHCARE PLAN: A detailed document outlining an individual pupil's medical conditions, history, treatment, risks and action plan. This document should be created by schools in collaboration with parents/carers and, where appropriate, pupils. All pupils with a severe allergy have an Individual Healthcare Plan and it can be read in conjunction with their Allergy Action Plan. Allergy risks are included on all risk assessments for events on and off the school site.

SPARE ADRENALINE PENS: Schools are able to purchase spare adrenaline pens. These should be held as a back-up, in case pupils' prescribed adrenaline pens are not available. They can also be used to treat a person who experiences anaphylaxis but has not been prescribed their own adrenaline.

Ellesmere College has spare AAI's in the following areas around campus:

- Medical Centre – Sickbay
- Main reception
- Lower school reception
- Tennis Pavillion office
- Sports Hall office
- Parry's Pavillion

4. ROLES AND RESPONSIBILITIES

Ellesmere College takes a whole-school approach to allergy management.

4.1 Designated Allergy Lead

The Designated Allergy Leads report to:

4.1.1 Designated Safeguarding Lead (DSL) (Senior Deputy Head)

4.1.2 Deputy Head Pastoral

who, in turn report to the Head and named governor for safeguarding including medical/allergy oversight.

Responsibilities:

- the safety, inclusion and wellbeing of pupils and staff with an allergy;
- Taking decisions on allergy management across the school;
- Championing and practising allergy awareness across the school;
- Being the overarching point of contact for staff, pupils and parents with concerns or questions about allergy management;
- Ensuring allergy information is recorded, up-to-date and communicated to all staff.

- Designated Allergy Leads - although they have ultimate responsibility, the collation of information may be delegated to another member of staff, for example the school nurse, teachers or administrator.
- Making sure all staff are appropriately trained, have good allergy awareness and realise their role in allergy management (including what activities need an allergy risk assessment);
- Ensuring staff, pupils and parents have a good awareness of the school's Allergy and Anaphylaxis Policy, and other related procedures. Email Allergy and anaphylaxis policy to **all staff members** who have to confirm that they have read and understood the policy.
- Reviewing the school's stock of spare adrenaline pens (check the school has an appropriate number for the setting, that they hold the correct dose, that spare adrenaline pens are stored appropriately) and ensuring staff know where they are;
- Keeping a record of any allergic reactions or near-misses, reporting these to the appropriate authority (e.g. under RIDDOR) where necessary and ensuring the circumstances are investigated and learnings shared. Report to Senior management team and at school Health and Safety meetings. Also catering department if the allergy reaction if associated with food prepared onsite.
- Regularly reviewing and updating the Allergy and Anaphylaxis Policy next due 16.09.26
- Ensuring staff participate in an anaphylaxis scenario/drill once a year as part of their training/refresher.

At regular intervals the Designated Allergy Lead will check procedures and report to the Designated Safeguarding Lead.

4.2 The College has a medical team made up of Senior Nurse/School Nurses/Healthcare Assistant (HCA)

Nursing team are responsible for:

- Collecting and coordinating the paperwork (including Allergy Action Plans and Individual Healthcare Plans) and information from families (this is likely to involve liaising with the admissions team for new joiners);
- Supporting the Designated Allergy Leads with disseminating this information to all school staff, including the catering team, occasional staff and those running clubs.

- Ensuring the information from families is up-to-date, and reviewed annually (at a minimum). Coordinating medication with families and ensuring medication is in date.
- Keeping an adrenaline pen register to include adrenaline pens prescribed to pupils and the school's stock of spare adrenaline pens, including brand, dose and expiry date. The location of spare adrenaline pens should also be documented;
- Regularly checking spare adrenaline pens are where they should be, and that they are in date;
- Replacing the spare adrenaline pens when necessary;

- Providing on-site adrenaline pen training for staff and pupils and refresher training as required e.g. before school trips; - Delegated to Sister Christine Hinton.
- Add any other responsibilities delegated by Designated Allergy Lead.

4.3 Admissions Team

The admissions team provides a medical form to parents which includes declaration of any allergies. This goes to the Senior Nurse. The Designated Allergy Lead school nursing team ensure that:

- There is a clear method to record the allergy information or special dietary information.
- There is a clear structure in place to communicate this information to the relevant parties (i.e. catering team, teachers. PE coaches);
- Parents and applicants are informed of catering arrangements during admission events.
- Plans are made for emergency medication where the child is to be left without parental supervision.
- Visiting teams from other schools are required to inform Ellesmere College coaching staff of any allergies so that information can be shared with catering team/EC medical staff.

4.4 All staff

All school staff, including teaching staff, support staff, occasional staff (for example sports coaches, music teachers are responsible for:

- Championing and practising allergy awareness across the school.
- Reading, understanding and putting into practice the Allergy and Anaphylaxis Policy and related procedures, and asking for support if needed.
- Being aware of pupils (and staff, when necessary) with allergies and what they are allergic to.
- Considering the risk to pupils with allergies posed by any activities and assessing whether the use of any allergen in activity is necessary and/or appropriate.
- Ensuring pupils always have access to their medication or staff carrying it on their behalf.
- Being able to recognise and respond to an allergic reaction, including anaphylaxis, after appropriate training.
- Taking part in training and anaphylaxis drills as required (at least once a year). Whilst it is the school's responsibility to ensure staff have received annual training, if the member of staff is aware they have not received any allergy training in the last 12 months they should alert a manager;
- Considering the safety, inclusion and wellbeing of pupils with allergies at all times. Preventing and responding to allergy-related bullying, in line with the school's anti-bullying policy;
- Forwarding any communication or information that comes directly to them from parents regarding allergens to the School Nurse/ Healthcare Team; and

- Ensuring that pupils have their medication and their Allergy Action Plan or Individual Health Care Plan with them when leaving school site, for a match or trip.
- Considering the safety, inclusion and wellbeing of pupils of allergies at all times.
- Taking part in training and anaphylaxis scenario's and to tell a manger if you have not received any training in the last 12 months.
- Older pupils will learn how to recognise and respond to an allergic reaction and to support their peers and staff in case of an emergency.

4.5 All parents

All parents and carers (whether their child has an allergy or not) are responsible for:

- Being aware of and understanding the school's Allergy and Anaphylaxis Policy and considering the safety and wellbeing of pupils with allergies.
- Providing the school's Nursing Team with information about their child's medical needs, including dietary requirements and allergies, history of their allergy, any previous allergic reactions or anaphylaxis. They should also inform the school of any related conditions, for example asthma, hay fever, rhinitis or eczema;
- Considering and adhering to any food restrictions or guidance the school has in place when providing food, for example in packed lunches, as snacks or for fundraising events;
- Refraining from telling the school their child has an allergy or intolerance if this is a preference or dietary choice.
- Encouraging their child to be allergy aware.

4.6 Parents of children with allergies

In addition to point 4.5, the parents and carers of children with allergies should:

- Work with the school to fill out an Individual Healthcare Plan and provide an accompanying Allergy Action Plan.
- If applicable, provide the school or their child with two labelled adrenaline pens and any other medication, for example antihistamine (with a dispenser, i.e. spoon or syringe), inhalers or creams.
- Ensure medication is in-date and replaced at the appropriate time.
- Ensure their child has access to their allergy medication, including two adrenaline pens if prescribed, on the journey to and from school.
- Update school with any changes to their child's condition and ensure the relevant paperwork is updated too.
- Provide the school with an up-to-date photograph of their child and sign the associated permission for it to be shared appropriately as part of their allergy management.

- Support their child to understand their allergy diagnosis and to advocate for themselves and to take reasonable steps to reduce the risk of an allergic reaction occurring e.g. not eating the food to which they are allergic.
- Ensure allergy information and prescribed medication is shared with other parents if under their care. The child must carry their own AAI (if applicable).

4.7 ALL PUPILS AT THE SCHOOL SHOULD

- Be allergy aware;
- Understand the risks allergens might pose to their peers and respect measures to support them;
- Learn how they can support their peers and be alert to allergy-related bullying;
- Older pupils will learn how to recognise an allergic reaction and support their peers and staff in case of an emergency.
- If pupils are buying or bringing in food from home they need to check the ingredients and are adhering to food restrictions or guidance about food being brought in (see section 7.2).
- All of the above should be done in an age and capability appropriate way.

4.8 PUPILS WITH ALLERGIES

In addition to point 4.7, pupils with allergies are responsible for:

- Knowing what their allergies are and how to mitigate personal risk (this will depend on age and capability and may not be appropriate for very young children).
- Avoiding their allergen as best as they can.
- Understanding the importance of following the school specific processes of lunch and snack services and how that mitigates risk.
- Understanding that they should notify a member of staff if they are not feeling well, or suspect they might be having an allergic reaction.
- Carrying two adrenaline auto-injectors with them at all times, if age and capability appropriate. They must only use them for their intended purpose.
- Understanding how and when to use their adrenaline auto-injector.
- Talking to the Designated Allergy Lead or a member of staff if they are concerned by any school processes or systems related to their allergy.
- Raising concerns with a member of staff if they experience any inappropriate behaviour in relation to their allergies
- Pupils permitted to leave the school site [during the school day or at a Boarding School] should know what to do if they have an allergic reaction off school premises. This should include how to treat themselves and raise the alarm to get help.
- If age and capability appropriate, ensuring they have their medication with them on the journey to and from school.

5. INFORMATION AND DOCUMENTATION

5.1 Register of pupils with an allergy

The school has a register of pupils who have a diagnosed allergy. This includes children who have a history of anaphylaxis or have been prescribed adrenaline pens, as well as pupils with an allergy where no adrenaline pens have been prescribed.

5.2 Individual Healthcare Plans

Each pupil with a severe allergy has an Individual Healthcare Plan. The information on this plan includes:

- Known allergens and risk factors for allergic reactions;
- A history of their allergic reactions;
- Detail of the medication the pupil has been prescribed including dose, this should include adrenaline pens, antihistamine etc;
- A copy of parental consent to administer medication, including the use of spare adrenaline pens in case of suspected anaphylaxis;
- A photograph of each pupil; and
- A copy of their Allergy Action Plan. See definitions for the BSACI templates.

6. ASSESSING RISK

Allergens can crop up in unexpected places. Staff (including visiting staff) will consider allergies in all activity planning and include it in risk assessments. Some examples include:

- Classroom activities, for example craft using food packaging, science experiments where allergens are present, food lessons or cooking;
- Bringing animals into the school, for example a dog or hatching chick eggs can pose a risk;
- Running activities or clubs where they might hand out snacks or food “treats”. Ensure safe food is provided or consider an alternative non-food treat for all pupils; and
- Planning special events, such as cultural days and celebrations.

The list of pupils with allergies is kept up to date by the medical team and available for all staff to access on the Q Drive

Inclusion of pupils with allergies must be considered alongside safety and they should not be excluded. If necessary, adapt the activity. The School will ensure compliance with the Equality Act 2010.

7. FOOD, INCLUDING MEALTIMES & SNACKS

7.1 Catering in school (Holroyd Howe)

Ellesmere College is committed to providing a safe meal for all students, staff and visitors, including those with food allergies. The College works in partnership with external catering contractors Holroyd Howe.

- All catering staff and other staff preparing food will receive relevant and appropriate allergen awareness training.;
- Anyone preparing food for those with allergies will follow good hygiene practices, food safety and allergen management procedures.
- The catering team are briefed on pupils with allergies and will endeavour to get to know the pupils, supported by school staff;
- The catering team will endeavour to provide varied meal options to students and staff with allergies.
- The school has robust procedures in place to identify pupils with food allergies, these are:
    - Lower school pupils wear yellow badges in the dining hall and accompanied by a member of staff (under review as of April 2026).
    - **Think of Me posters** are a visual check for catering members of staff. They show the pupils photo and details of their allergies.
- Food containing the main 14 allergens (see Allergens definition section 3 of this policy) will be clearly labelled. Other ingredient information will be available on request.
- Pre-packaged food will comply with PPDS legislation (Natasha's Law) requiring the allergen information to be displayed on the packaging;
- Where changes are made to the ingredients this will be communicated to pupils with dietary needs by Holroyd Howe catering manager.
- Catering department will identify products with Precautionary Allergen Labelling or "May Contain' labelling.
- Food provided in the Boarding Houses will follow these procedures.
- Food sold on site at break are sourced by Holroyd Howe and comply with their allergy policy and procedures.

7.2 Food brought into school

Any foods brought into school (or taken on school trips and sports fixtures) including birthday cake, tuck, snacks and other food brought into the boarding house may contain some of the most common 14 allergies and staff are reminded to remind pupils of potential allergic ingredients through posters and signage.

7.3 Food restrictions

Reminding everyone to be allergy aware and to remain vigilant is vital. It is also important that you don't give the impression of one allergen being more dangerous than others.

- This school is an Allergen Aware school. We have students with a wide range of allergies to different foods, so we encourage a considered approach to bringing in food;

- We try to restrict peanuts, tree nuts and sesame as much as possible on the site and check all foods coming into the kitchen are labelled in line with their policy.

7.4 Food hygiene for pupils

- Pupils are expected to and reminded to wash their hands before and after eating.
- Hand sanitizer is offered on entry to the dining hall.
- Sharing, swapping or throwing food is not allowed.
- Water bottles and packed lunches are to be clearly labelled.
- Boarding House policy on food storage and preparation to be reviewed each September.

8. EDUCATIONAL VISITS AND SPORTS FIXTURES

- Staff leading the trip will have a register of pupils with allergies and details of their medication. Nursing staff and House staff should notify the trip leader of any allergies and severity.
- Allergies will be considered on the risk assessment and catering provision put in place.
- Parents, and pupils where appropriate, may be consulted if considered necessary, or if the trip requires an overnight stay.
- Staff (and some pupils, if appropriate) accompanying the trip will be trained to recognise and respond to an allergic reaction.
- Allergens will be clearly labelled on catered packed lunches. There should be a clear system in place to ensure pupils and staff with allergies outside of the “main 14” always receive a safe meal. This information can be found on the Allergy List and the Medical Database.
- If attending Match Tea at another school, details of their dietary requirements will be sent ahead to ensure they have a safe meal which is the responsibility of the trip leader.
- See Adrenaline Pens section for School Trips and Sports Fixtures.
- Nursing staff are responsible for completing the Medical list for expeditions and day trips which within share allergy details for individual pupils. Trip leaders are responsible for collecting additional emergency AAI’s and ensuring the pupil is carrying their 2 AAI’s before leaving school.

9. INSECT STINGS

Measures for preventing and dealing with insect stings. Those with a known insect venom allergy should:

- Avoid walking around in bare feet or sandals when outside and when possible keep arms and legs covered.
- Avoid wearing strong perfumes or cosmetics.
- Keep food and drink covered.

The school Head Groundsman, Mr Ian Morris and his team will monitor the grounds for wasp or bee nests. Pupils (with or without allergies) should notify a member of staff if they find a wasp or bee nest in the school grounds and avoid them.

10. ANIMALS

It's normally the dander, saliva or urine that causes a person with an animal allergy to react.

Precautions to limit the risk of an allergic reaction include:

- A pupil with a known animal allergy should avoid the animal to which they are allergic.
- If an animal comes on site a risk assessment will be done prior to the visit.
- Areas visited by animals will be cleaned thoroughly.
- Anyone in contact with an animal will wash their hands after contact.
- If an animal lives on site, for example in a Boarding House, pupils, parents and staff will be made aware and consideration and adaptations will be made.
- School trips that include visits to animals will be carefully risk assessed.

11. ALLERGIC RHINITIS/ HAY FEVER

Pupils and staff may suffer with seasonal pollen allergy and hayfever and persistent nasal allergy due to house dust mites or other allergens.
Medications will be administered as prescribed by their GP or those purchased over the counter.
Boarding pupils will be risked assessed to self-administer these medications in the boarding house
Nursing staff will monitor compliance and refer if symptoms become unmanageable and affect a pupil's study, sporting participation and activities.

12. INCLUSION AND MENTAL HEALTH

Allergies can have a significant impact on mental health and wellbeing. Pupils may experience anxiety and depression and are more susceptible to bullying.

- No child with allergies should be excluded from taking part in a school activity, whether on the school premises or a school trip.
- Pupils with allergies may require additional pastoral support including regular check-ins from their Tutor/ House Parent or Nursing staff.
- Affected pupils will be given consideration in advance of wider school discussions about allergy and school Allergy Awareness initiatives.
- Bullying related to allergy will be treated in line with the school's anti-bullying policy.

13. ADRENALINE PENS



Adrenaline_auto_injectors_in_schools.p

13.1 Storage of adrenaline pens

- Pupils prescribed with adrenaline pens will have easy access to two, in-date pens at all times.

- Pupils from Year 7 will be expected to carry their own AAI's and spot checks will be taken by Nursing staff to ensure this is being followed. Those in years 4,5 & 6 will be kept centrally in the Lower School office, clearly labelled and with the pupil's allergy action care plan.
- Pupils must have their 2 AAI's when they travel to and from school.
- Spare AAI's provided by parents (minimum 1) will be labelled and stored in an unlocked cupboard in Sickbay treatment room alongside spare emergency AAI's.
- Spot checks will be made to ensure adrenaline pens are where they should be and in date.
- Adrenaline pens must not be kept locked away.
- Adrenaline pens should be stored at moderate temperatures (see manufacturer's guidelines), not in direct sunlight or above a heat source (for example a radiator).
- Used or out of date pens will be disposed of as sharps.

13.2 Spare adrenaline pens

This school **has 6 spare adrenaline pens** to be used in accordance with government guidance.

The locations of spare adrenaline pens are clearly signposted.

These are:

Parry's Field Pavilion in the red bag with the defibrillator – 300mcg x1

Sports Hall Office – 300mcg x1

Main reception – 300mcg x1

Lower School Office – 300 mcg x1

Sickbay Treatment room – 300mcg x 2

The Senior Sister Eiry Davies and Sister Chrissie Hinton are responsible for:

- Deciding how many spare pens are required. Sickbay will provide spare adrenaline pens in grab bags for school trips/ matches as well as around the site;
- What dosage is required, based on the Resuscitation Council UK's age-based guidance (see page 11);
- Schools are recommended to buy a single brand if possible to avoid confusion;
- The purchasing of spare adrenaline pens which can be obtained from a local pharmacy or Medical Wholesalers. See government guidance above; and
- Distribution around the site and clear signage.

13.3 Adrenaline pens on off-site activities

- No child with a prescribed adrenaline pen will be able to go on a school trip without two of their own devices. **It is the trip leader's responsibility to check they have them.**

- Adrenaline pens will be kept close to the pupils at all times e.g. not stored in the hold of the coach when travelling or left in changing rooms.
- Adrenaline pens will be protected from extreme temperatures.
- Staff accompanying the pupils will be aware of pupils with allergies and be trained to recognise and respond to an allergic reaction. Staff to have a copy of the pupil's allergy care plan alongside the spare AAI.
- Consider whether to take spare adrenaline pens to off-site activities. This should be recorded as part of the risk assessment process.

14. RESPONDING TO AN ALLERGIC REACTION /ANAPHYLAXIS

If a pupil has an allergic reaction:

- Treat the pupil in accordance with their Allergy Action Plan.
- If anaphylaxis is suspected administer adrenaline without delay.
- Treat the pupil where they are. Lie them down with their legs raised and bring medication to them.
- Use pupil's own prescribed medication if immediately available.
- Pupil can administer the adrenaline pen themselves [if able to] or a member of staff can administer pen. Ideally the member of staff will be trained, but in an emergency, anyone can administer adrenaline.
- If the pupil's own adrenaline pen is not available or misfires, then use a spare adrenaline pen.
- If anaphylaxis is suspected but the pupil does not have a prescribed adrenaline pen or Allergy Action Plan, lie the pupil down with their legs raised, call 999 and explain anaphylaxis is suspected. If the School Nurse is on duty ring them after phoning 999. Time is critical. Inform the operator that spare adrenaline pens are available and follow instructions from the operator. The MHRA says that in exceptional circumstances, a spare adrenaline pen can be administered to anyone for the purposes of saving their life.
- If, after 5 minutes, there is no improvement, use a second adrenaline pen and call the emergency services again and inform them that a second dose of adrenaline has been given.
- Do not move the pupil until a medical professional/ paramedic has arrived, even if they are feeling better.
- Anyone who has had suspected anaphylaxis and received adrenaline must go to hospital, even if they appear to have recovered. A member of staff should accompany them in an ambulance until a parent or guardian arrives.

15. TRAINING

15.1 The school is committed to training all staff annually to give them a good understanding of allergy.

This includes:

- Understanding what an allergy is.
- How to reduce the risk of an allergic reaction occurring.
- How to recognise and treat an allergic reaction, including anaphylaxis. Theory and practical training with a member of the nursing team – practical use and instruction using a Jext and Epi-pen trainer AAI pens.
- Where adrenaline pens are kept (both prescribed pens and spare pens) and how to access them.
- The importance of inclusion of pupils with food allergies, the impact of allergy on mental health and wellbeing and the risk of allergy related bullying.
- Understanding food labelling.
- Taking part in an anaphylaxis drill.

15.2 The school will carry out an anaphylaxis drill once a year.

This includes:

- An exercise simulating an event where a pupil or member of staff has an allergic reaction and testing the response.

16. ASTHMA

It is vital that pupils with allergies keep their asthma well controlled, because asthma can exacerbate allergic reactions. Managing Allergic Reactions are on pages 21 and 22 of the Acute Asthma Management policy (which can be found on the Q drive Sick Bay – see appendices) and refer to the pupil's personal asthma care plan.

17. REPORTING ALLERGIC REACTIONS

The school will log allergic reaction incidents and near-misses in the pupils medical and computerised notes in Patient Tracker.

Their registered GP will also be informed and the School Medical Officer – Dr Sarah Farr.

Any significant allergic reaction event will be discussed by the Senior Nurse, Sister Davies at the termly Health and Safety meeting with the other members.

Events will be investigated by the SMT and Senior Nurse for compliance and ensuring our school policy and procedures were followed.

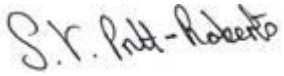
Staff training will be reviewed, checked and further instructions given if required.

Learning outcomes will be shared with school staff and policy updated as necessary.

18. This policy will be reviewed annually.

The review will be carried out by the Senior Nurse and Senior Deputy Head and recommendation sent to the Head for authorisation.

Authorised by	The Head	
Date	June 2026	

Reviewed by	SDH	
Date		

Reviewed by	Senior Nurse	
Date	June 2026	

Effective date of policy	June 2026

Appendix A

Emergencies in College – Q:\HandbooksQ\Policies and Documents\Emergencies in College\Emergencies in College 2025.pdf

Allergy List of Pupils – Q:\Sickbay\Allergies

Government guidance on Adrenaline Pens in Schools.

Adrenaline Pens - https://www.gov.uk/government/news/stronger-protections-for-children-with-allergies-in-school

The Allergy Team website – https://theallergyteam.com
Paediatric Allergy Action Plans - BSACI