



Fairfield Primary School Allergies in school Policy

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1. Introduction

An allergy is a reaction of the body's immune system to substances that are usually harmless. The reaction can cause minor symptoms such as itching, sneezing or rashes but sometimes causes a much more serious reaction called anaphylaxis.

Anaphylaxis is a serious, life-threatening allergic reaction. It is at the extreme end of the allergic spectrum. The whole body is affected often within minutes of exposure to the allergen, but sometimes it can be hours later. Causes can include foods, insect stings, and drugs.

Most healthcare professionals consider an allergic reaction to be anaphylaxis when it involves difficulty breathing or affects the heart rhythm or blood pressure. Anaphylaxis symptoms are often referred to as the ABCDE approach (Airway, Breathing, Circulation, Disability, Exposure).

It is possible to be allergic to anything which contains a protein; however, most people react to a small group of potent allergens.

Common UK allergens include (but are not limited to):

Peanuts, tree nuts, sesame, milk, egg, fish, shellfish, soya, wheat, lupin, mustard, celery, sulphur dioxide, latex, insect venom, pollen and animal dander.

This policy sets out how Fairfield Primary School will support pupils with allergies to ensure they are safe and not disadvantaged while taking part in school life.

2. Roles and Responsibilities

Parent / Carer Responsibilities

- On entry to the school, parents/carers must inform the school office of any diagnosed allergies, previous allergic reactions, history of anaphylaxis and prescribed medication.
- Parents/carers must supply an up-to-date Allergy Action Plan (BSACI plans preferred).
- Parents/carers are responsible for ensuring medication is provided, in date, clearly labelled and replaced as required.
- Parents/carers must inform the school promptly of any changes in their child's allergy or treatment.

Staff Responsibilities

- All staff will complete anaphylaxis training annually and on induction for new staff.

- Staff must be aware of pupils with allergies in their care at all times, not only during meals.
- Food-related activities must be risk assessed and supervised appropriately.
- Staff leading trips must ensure all required medication and action plans are taken.
- Pupils will not be excluded from trips where reasonable adjustments can be made; however, emergency medication must be available at all times.
- Office staff will maintain up-to-date Allergy Action Plans alongside medication.
- Office staff will keep a register of pupils prescribed adrenaline auto-injectors (AAIs) and record any administration of emergency medication.

Pupil Responsibilities

- Pupils are encouraged, where age-appropriate, to recognise symptoms and inform an adult immediately if they feel unwell.

3. Individual Healthcare Plans

Individual Healthcare Plans (IHPs) are required for pupils with diagnosed allergies and must include consent for the administration of prescribed medication and, where appropriate, a spare adrenaline auto-injector.

Plans must be completed by parents/carers in consultation with a healthcare professional (e.g. GP, School Nurse, Allergy Specialist) and reviewed at least annually or following any change.

4. Emergency Treatment and Management of Anaphylaxis

Recognising Anaphylaxis

Symptoms usually occur rapidly and may include:

Mild to moderate symptoms

- Hives or rash
- Itching or tingling in the mouth
- Swelling of lips, face or eyes
- Abdominal pain or vomiting

Severe (anaphylaxis) symptoms

- Airway: swelling of tongue or throat, hoarse voice, difficulty swallowing
- Breathing: wheeze, shortness of breath, noisy breathing
- Circulation: dizziness, collapse, pale clammy skin, loss of consciousness

Action to Take

- Stay with the child and call for help immediately.
- Lay the child flat with legs raised. If breathing is difficult, allow them to sit up briefly.
- Administer adrenaline immediately using an AAI — do not delay.
- Note the time of administration.
- Call 999 and state “ANAPHYLAXIS.”
- If there is no improvement after 5 minutes, administer a second AAI.
- If the child becomes unresponsive and is not breathing normally, commence CPR.
- Contact parents/carers as soon as possible.

All pupils must be transferred to hospital following anaphylaxis, even if symptoms improve, due to the risk of a biphasic reaction.

5. Supply, Storage and Care of Medication

Each pupil requiring emergency allergy medication will have an anaphylaxis kit containing:

- Two AAIs (EpiPen® or Jext® only)
- An up-to-date Allergy Action Plan
- Antihistamine (if prescribed)
- Asthma inhaler (if prescribed)

Medication will be:

- Clearly labelled
- Stored at room temperature

- Easily accessible and not locked away

Parents are responsible for ensuring medication is in date. Office staff will conduct regular checks and notify parents of impending expiry.

Used AAIs will be disposed of safely as clinical sharps in line with local authority arrangements or handed to emergency services.

6. Spare Adrenaline Auto-Injectors in School

Fairfield Primary School holds spare AAIs for emergency use where:

- A pupil's own AAI is unavailable, out of date or ineffective
- A pupil is experiencing anaphylaxis for the first time

Spare AAIs are stored in:

First aid cabinet in the school office

Office staff will check expiry dates monthly.

In an emergency, staff may administer a spare AAI in accordance with DfE guidance. Parental consent forms are held where possible, but adrenaline must not be withheld if anaphylaxis is suspected.

If an undiagnosed individual shows signs of anaphylaxis, staff will call 999 immediately and administer a spare AAI if advised to do so by emergency services.

7. Staff Training

The following staff coordinate allergy management and training:

- Robert Birtwhistle – Head Teacher
- Karen Simcox – School Business Manager
- Alison Dunford Specialist Intervention Teacher

All staff receive annual anaphylaxis training, including:

- Recognition of allergic reactions and anaphylaxis
- Emergency response procedures

- Use of AAIs
- Risk reduction strategies
- Review of Allergy Action Plans

Practical training using trainer devices is included.

8. Inclusion and Safeguarding

Fairfield Primary School is committed to ensuring pupils with allergies are fully included in school life. Reasonable adjustments will be made to ensure safety, dignity and equal access to education and activities.

9. Catering

All catering provision complies with the Food Information Regulations 2014 and provides information on the Top 14 allergens.

Systems are in place to identify pupils with allergies, including photographs in the kitchen and the use of wristbands.

Food-based activities will be risk assessed, and food will not be given to pupils with allergies without parental engagement.

10. School Trips

All trips will be risk assessed to ensure the safety and inclusion of pupils with allergies.

Emergency medication and action plans will accompany pupils at all times. Staff attending trips will be trained in administering AAIs.

Overnight visits will include advance planning with parents and venue staff.

11. Allergy Awareness and Nut-Containing Foods

Fairfield Primary School asks parents to avoid sending foods containing nuts in packed lunches as a risk-reduction measure.

The school is not a nut-free environment, and all staff and pupils are expected to remain

vigilant.

12. Risk Assessment

Individual risk assessments will be completed for:

- New pupils with allergies
- Pupils newly diagnosed
- Significant changes to allergy management

Revised and amended January 2026 in light of new guidance.