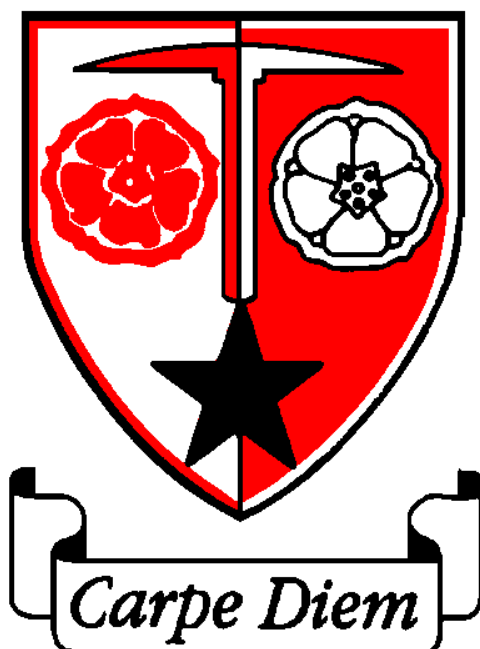


Audenshaw School



Student Allergy Policy

This policy is reviewed every two years by the Resource Committee.

History of Document

Issue No	Author/Owner	Date Written	Approved by Resource	Received by Governors	Comments
Issue 1	Miss K Breakell	17/08/2026	29/09/2026	29/09/2026	New Policy

Our Vision

At Audenshaw School, working together in partnership, we build exceptional young men. Through developing Respect, Responsibility and Resilience, we empower all boys, no matter their starting point, with the knowledge and character to shape the pathway to their future success.

Our Mission

We build exceptional young men by being:

- High in our expectations
- Ambitious in our achievements
- Bold in our aspirations

Our Values

- Respect
- Responsibility
- Resilience

Our Safeguarding statement

Audenshaw School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

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1. Aims

This policy has been developed in line with the Department for Education guidance on supporting pupils with medical conditions and reflects the requirements introduced following Benedict's Law to improve allergy awareness, emergency preparedness and the safe management of pupils at risk of anaphylaxis.

This policy aims to:

- Set out Audenshaw school's approach to allergy management, including reducing the risk of exposure and the procedures in place in case of allergic reaction
- Make clear how the school supports students with allergies to ensure their wellbeing and inclusion
- Promote and maintain allergy awareness among the school community.

2. Legislation and guidance

This policy is based on the Department for Education (DfE)'s guidance on [allergies in schools](#) and [supporting pupils with medical conditions at school](#), the Department of Health and Social Care's guidance on [using emergency adrenaline auto-injectors in schools](#), and the following legislation:

- [The Food Information Regulations 2014](#)
- [The Food Information \(Amendment\) \(England\) Regulations 2019](#)

3. Roles and responsibilities

We take a whole-school approach to allergy awareness.

3.1 Allergy lead

The nominated allergy lead is Miss Breakell – Vice Principal, who will delegate where necessary to the Head of Executive Services.

They're responsible for:

- Promoting and maintaining allergy awareness across our school community
- Overall responsibility to ensure the recording and collating allergy and special dietary information for all relevant pupils is accurate and in line with policy, working with Head of Executive Services
- Ensuring:
 - All allergy information is up to date and readily available to relevant members of staff
 - All pupils with allergies have an allergy action plan completed by a medical professional
 - All staff receive an appropriate level of allergy training
 - All staff are aware of the school's policy and procedures regarding allergies
 - Relevant staff are aware of what activities need an allergy risk assessment

- Keeping stock of the school's adrenaline auto-injectors (AAIs)
- Regularly reviewing and updating the allergy policy

3.2 Head of Executive Services

Head of Executive Services is responsible for:

- Co-ordinating the paperwork and information from families
- Co-ordinating medication with families
- Checking spare AAIs are in date
- Any other appropriate tasks delegated by the allergy lead
- Ensuring every student diagnosed as being at risk of anaphylaxis has an Individual Healthcare Plan and medical Allergy Action Plan, where appropriate, developed in consultation with their family and an appropriate healthcare professional.
- Coordinating relevant training for staff

3.3 Teaching and support staff

All teaching and support staff are responsible for:

- Promoting and maintaining allergy awareness among students
- Maintaining awareness of the allergy policy and procedures
- Being able to recognise the signs of severe allergic reactions and anaphylaxis
- Undertaking appropriate allergy training as required
- Being aware of specific students with allergies in their care through the High Risk Medical register
- Carefully considering the use of food or other potential allergens in lesson and activity planning including treats
- Ensuring the wellbeing and inclusion of students with allergies

3.4 Parents/carers

Parents/carers are responsible for:

- Being aware of the school's allergy policy
- Providing the school with up-to-date details of their child's medical needs, dietary requirements, and any history of allergies, reactions and anaphylaxis
- If required, providing their child with 2 in date adrenaline auto-injectors and any other medication, including inhalers, antihistamine etc., and making sure these are replaced in a timely manner
- Updating the school on any changes to their child's condition

3.5 Students with allergies

These students are responsible for:

- Being aware of their allergens and the risks they pose

- Understanding how and when to use their adrenaline auto-injector
- If age-appropriate, carrying their adrenaline auto-injector on their person and only using it for its intended purpose

3.6 Students without allergies

These students are responsible for:

- Being aware of allergens and the risk they pose to their peers.

4. Assessing risk

The school will conduct a risk assessment for any pupil at risk of anaphylaxis taking part in:

- Lessons such as food technology
- Science experiments involving foods
- Crafts using food packaging
- Off-site events and school trips
- Any other activities involving animals or food, such as animal handling experiences or baking
- A risk assessment for any pupil at risk of an allergic reaction will also be carried out where a visitor requires a guide dog.

5. Managing risk

5.1 Hygiene procedures

- Students know to wash their hands before and after eating
- Students are discouraged from sharing or swapping foods
- Appropriate cleaning practices are in place to reduce the risk of allergen cross contact

5.2 Catering

The school is committed to providing safe food options to meet the dietary needs of students with allergies.

- Catering staff receive appropriate training and are able to identify students with allergies via the catering computer system
- School menus are available for parents/carers to view on the school website. Due to the range and variety of meals provided, full ingredient and allergen information is not displayed on the published menus. Catering staff hold detailed information regarding ingredients and allergens and are available to respond to specific queries from parents/carers and students
- Parents/carers of students with food allergies or specific dietary requirements are encouraged to contact the school's catering team to discuss their child's individual needs. Catering staff will work with the student, their family and relevant school staff to support safe and appropriate food choices

- Catering staff follow appropriate food hygiene and allergen management procedures when preparing and serving food, including measures to minimise the risk of cross-contamination
- Where changes are made to school menus, we will make sure these continue to meet any special dietary needs of students
- Food allergen information relating to the 'top 14' allergens is displayed on the packaging of all food products, allowing pupils and staff to make safer choices. Allergen information labelling will follow all [legal requirements](#) that apply to naming the food and listing ingredients, as outlined by the Food Standards Agency (FSA)
- Catering staff follow hygiene and allergy procedures when preparing food to avoid cross-contamination

5.3 Food restrictions

The school does not describe itself as an allergen-free or nut-free school, as it is not possible to guarantee an environment completely free from allergens. Students, staff and parents/carers will be made aware, where appropriate, of high-risk allergens identified within the school community and will be asked to be mindful of these when bringing food onto the school site. Where a student has a particularly severe allergy, additional restrictions or reasonable control measures may be introduced following an individual risk assessment and communicated to relevant members of the school community.

5.4 Insect bites/stings

When outdoors:

- Shoes should always be worn
- Food and drink should be covered where possible

5.5 Animals

A risk assessment will take place if any animal based activities are on site.

- All students will always wash hands after interacting with animals to avoid putting students with allergies at risk through later contact
- Students with animal allergies will not interact with animals

5.6 Support for mental health

Pupils with allergies will have additional support through:

- Pastoral care where needed
- Supported through first aiders in Student Services

5.7 Events and school trips

- For events, including ones that take place outside of the school, and school trips, no student with allergies will be excluded from taking part

- The school will plan accordingly for all events and school trips, and arrange for the staff members involved to be aware of students' allergies and to have received adequate training
- Appropriate measures will be taken in line with the schools AAI protocols for off-site events and school trips (see section 7.5).

6. Procedures for handling an allergic reaction

6.1 Register of pupils with AAI

- The school maintains a register of students (High Risk Medical Register) who have been prescribed AAI or where a doctor has provided a written plan recommending AAI to be used in the event of anaphylaxis. The register includes:
 - Known allergens and risk factors for anaphylaxis
 - Whether a student has been prescribed AAI(s) (and if so, what type and dose)
 - Where a pupil has been prescribed an AAI, whether parental consent has been given for use of the spare AAI, which may be different to the personal AAI prescribed for the student
 - A photograph of each student to allow a visual check to be made
- The register is sent to all staff electronically and signed for every half term or when any new information is required to be shared and can be checked quickly by any member of staff as part of initiating an emergency response. The medical notes are also updated on all school systems

Students who are assessed as competent will be expected to carry their prescribed AAI at all times.

6.2 Allergic reaction procedures

- As part of the whole school awareness approach to allergies, all staff will be trained in the school's allergic reaction procedure, and to recognise the signs of anaphylaxis and respond appropriately
- Staff will be trained in the administration of AAI to minimise delays in student's receiving adrenaline in an emergency
- If a student has an allergic reaction, the staff member will initiate the school's emergency response plan, following the student's allergy action plan
- If an AAI needs to be administered, a member of staff will use the student's own AAI, or if it is not available, a school one
- If the student has no allergy action plan, staff will follow the school's procedures on responding to allergy and, if needed, the school's normal emergency procedures;
 - Either email firstaid@ with URGENT, STUDENT NAME AND LOCATION IN the title or send someone to Student Services ensuring they mention allergic reaction and students name AND dial 999 immediately
 - Give adrenaline immediately
 - Second pen after 5 minutes if symptoms continue

- Notify parents
- Meet ambulance
- Record incident.
- A school AAI device will be used instead of the student's own AAI device if:
 - Medical authorisation and written parental consent have been provided, or
 - The pupil's own prescribed AAI(s) are not immediately available (for example, because they are broken, out-of-date, have misfired or been wrongly administered)
- If a student needs to be taken to hospital, staff will stay with the student until the parent/carer arrives, or accompany the student to hospital by ambulance
- If the allergic reaction is mild (e.g. skin rash, itching or sneezing), the student will be monitored and the parents/carers informed.

7. Adrenaline auto-injectors (AAIs)

7.1 Purchasing of spare AAIs

The allergy lead is responsible for buying AAIs and ensuring they are stored according to the guidance.

- AAIs are sourced by the Head of Executive Services by a reputable supplier with the principal's approval
- A selection of AAIs will be purchased to ensure there is a spare AAI to use for any circumstance
- The school will maintain an appropriate supply of spare AAIs, taking account of the age and weight range of students for whom they may be required

7.2 Storage (of both spare and prescribed AAIs)

The Head of executive Services will make sure all AAIs are:

- Stored at room temperature (in line with manufacturer's guidelines), protected from direct sunlight and extremes of temperature
- Kept in a safe cabinet and suitably central location to which all staff have access at all times, but is out of the reach and sight of children, this will be in Student Services office
- Not locked away, but accessible and available for use at all times
- Stored in a readily accessible location so that they can be retrieved without delay during an emergency
- Spare AAIs will be kept separate from any student's own prescribed AAI, and clearly labelled to avoid confusion

7.3 Maintenance (of spare AAIs)

The Medical administrator and the Head of Executive Services are responsible for checking monthly that:

- The AAIs are present and in date
- Replacement AAIs are obtained when the expiry date is near

7.4 Disposal

AAIs can only be used once. Once a AAI has been used, it will be disposed of in line with the manufacturer's instructions

7.5 Use of AAIs off school premises

- Students at risk of anaphylaxis who are able to administer their own AAIs should carry their own AAI with them on school trips and off-site events
- Spare AAI's will also be supplied to staff on any school trip and off-site events

7.6 Emergency anaphylaxis kit

The school holds an emergency anaphylaxis kit. This includes:

- Checklist - this is also managed via Medical Tracker Software
- Expiry dates - this is also managed via Medical Tracker Software
- Contents
- Monthly inspection
- Incident report
- List of students to whom the AAI can be administered
- A record of when AAIs have been administered.

8. Training

The school is committed to training all staff in allergy response. This includes:

- How to reduce and prevent the risk of allergic reactions
- How to spot the signs of allergic reactions (including anaphylaxis)
- The importance of acting quickly in the case of anaphylaxis
- Where AAIs are kept on the school site, and how to access them
- How to administer AAIs
- The wellbeing and inclusion implications of allergies
- Training will be carried out annually by all staff
- First Aid staff will additionally receive on site practical training annually.

9. Links to other policies

This policy links to the following policies and procedures:

- Health and safety policy
- Supporting pupils with medical conditions policy.