



## Witton Church Walk CE Nursery & Primary School

### Whole School Allergy and Anaphylaxis Policy 2026

At Witton Church Walk CE Nursery & Primary School, our Christian values underwrite our commitment to providing a safe, inclusive and nurturing environment where every child is valued as a unique individual. In accordance with our duty of care and safeguarding responsibilities, this policy ensures the physical well-being of pupils living with mild, moderate and severe food allergies.

#### ***'Where Every Door is Opened and Every Gift is Unlocked'***

At Witton we are a partnership of school, church, home, the Diocese and community. We create a stimulating and caring environment, grounded in Christian belief and practice, so that all members of our school community can flourish. We all appreciate and value what it means to be a positive member of a diverse and multicultural community. Time is taken to value and nurture each child educationally, creatively and spiritually. Children and staff are encouraged to aim for 'Everyday Excellence' and believe in themselves. Understanding and valuing their self-worth and the importance of their place and purpose in our community to be the person they are fully capable of being.

Our school works within the recommendations of The Equality Act 2010.

This document stands as a standalone policy, strictly fulfilling the statutory mandate of Section 72 of the Children's Wellbeing and Schools Bill (Benedict's Law) and the revised DfE statutory guidance [\*Supporting children and young people with medical conditions and allergy \(replacing the 2015 guidance\)\*](#)

Policy Updated: September 2026

Adopted by Staff and Governors: September 2026

Date for Review: September 2027

## Policy Objectives

- To proactively minimise the risk of exposure to known allergens across all school settings
- To ensure all staff can confidently identify early signs of an allergic reaction and symptoms of anaphylaxis (a severe life-threatening allergic reaction)
- To detail clear, fast-acting emergency procedures including the swift administration of Adrenaline Auto-Injectors (AAIs)
- To mandate robust record-keeping, reporting and post-incident analysis for continuous institutional learning

## Roles and Responsibilities

### The Governing Body & Leadership

- **Named Governor for Allergy Safety:** Will oversee school compliance with Benedict's Law, review incident reports and verify that audits are conducted
- **Head Teacher & Designated Allergy Lead (DAL – administration of medicines officer):** Holds day-to-day operational responsibility for maintaining school's Allergy Register, co-ordinating individual plans and overseeing staff training logs

### School Staff (Teaching, Support, Lunchtime and Premises Staff)

- **All staff:** Must complete annual certified training to recognise allergic reactions and feel competent to administer AAIs
- **Kitchen & Catering Staff:** Must be fully aware of pupils' specific dietary needs, ensure strict allergen cross-contamination protocols and verify ingredients vigorously

### Parents and Carers

- Must provide school with comprehensive, up-to-date medical details regarding their child's allergies before the start of the academic year (or immediately upon diagnosis)
- Must supply the school with two in-date, clearly labelled AAIs (if prescribed) and promptly replace expired or used devices

### Individual Healthcare Plans (IHPs) and Allergy Action Plans

Every pupil with a diagnosed allergy requiring active management will have a formal **Individual Healthcare Plan (IHP)** co-produced by school, parents and healthcare professionals.

| Component                    | Purpose/Requirements                                                                     |
|------------------------------|------------------------------------------------------------------------------------------|
| <b>Allergen Profile</b>      | Specifies exact allergens, historical presentation of symptoms, and severity             |
| <b>Emergency Contact</b>     | Immediate family contact details and secondary emergency backups                         |
| <b>Daily Adjustments</b>     | Explicitly lists modifications required for lunchtimes, snacks and curriculum activities |
| <b>Medical Authorisation</b> | Formal consent permitting trained staff to administer prescribed or spare school AAIs    |

Policy Updated: September 2026

Adopted by Staff and Governors: September 2026

Date for Review: September 2027

A copy of each child's British Society for Allergy & Clinical Immunology (BSACI) or Allergy UK Action Plan will be kept securely alongside their medication, with an easily accessible copy made available to class teachers and lunchtime supervisors.

### **Daily Risk Reduction & Management Strategies**

While it is practically impossible to guarantee a 100% allergen-free environment, Witton Church Walk implements rigorous risk reduction measures across the school day:

- **Food and Shared Spaces:** A strict 'no food sharing' and 'no trading' rules is enforced across all year groups. Handwashing with soap and water is mandatory for all pupils before and after eating to remove trace food proteins (hand gel kills bacteria but does not eliminate food allergens)
- **Catering Controls:** The school kitchen maintains a colour-coded or highly visible photographic identification matrix of all children with food allergies. Allergen-safe preparation zones are enforced during food prep
- **Curriculum & Celebrations:** Food-based projects (e.g. Design & Technology cooking or science experiments) must be vetted against the school's Allergy Register. Birthday treats brought from home must be pre-packaged with intact ingredient labels, or alternative non-food rewards will be used.  
*Cake sales in school – these will be held after school and parents/carers will purchase the cakes. No child can purchase a cake alone*
- **Education Visit & Sports Fixtures:** Trip leaders must complete a specific dynamic risk assessment for allergies. The child's prescribed medication package (containing two AAI's) and a designated emergency protocol sheet must travel with the designated trip lead

### **Staff Training Requirements**

In compliance with Benedict's Law, allergy training is no longer an optional or localised provision.

#### **Whole Staff Induction Training:** Prior to Sept 1<sup>st</sup>

All staff members – including teachers, teaching assistants, lunchtime supervisors, administrative teams and site caretakers – must complete certified allergy awareness and anaphylaxis training (e.g. via Allergy School or Anaphylaxis UK).

#### **Practical Competency & Device Drills:** Termly

Staff will participate in hands-on scenario drills using trainer auto-injector devices (covering EpiPen, Jext etc) to ensure practical competence and eliminate hesitation during a time-critical emergency.

#### **New Joiner Fast-Track:** Upon Employment

Any mid-term staff appointments or supply personnel covering long-term absences will receive immediate allergy briefings and fast-track training as part of their essential day-one safeguarding induction.

### **Emergency Medication & 'Spare' Adrenaline Auto-Injectors (AAIs)**

The school maintains a central emergency kit holding 'spare' unprescribed Adrenaline Auto-Injectors (purchased via a pharmacy system as permitted under UK human medicines legislation).

Policy Updated: September 2026

Adopted by Staff and Governors: September 2026

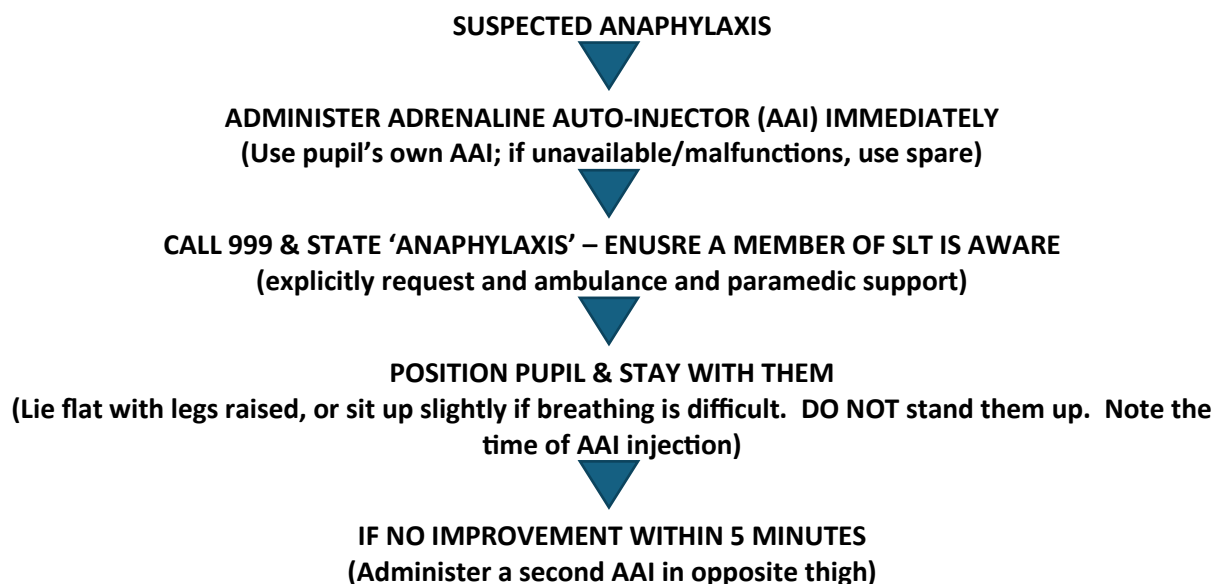
Date for Review: September 2027

- **Purpose:** These spare pens are **not** a replacement for a child's personally prescribed AAI. They are kept as an emergency back-up if a pupil's personal device fails, is damaged, or if a child experiences first-time, undiagnosed anaphylaxis on site
- **Storage Location:** In main corridor, clearly labelled and easily accessible container, kept at room temperature (never refrigerated)
- **Checking Protocol:** The Designated Allergy Lead will conduct a monthly log check to ensure all school spare pens and individual pupil pens are within their formal expiration dates

### Emergency Response Protocols (Anaphylaxis)

Anaphylaxis is a time-critical emergency. In the event that a pupil exhibits signs of severe allergic reaction (such as swelling of the throat/tongue, difficulty breathing, a persistent cough, dizziness or loss of consciousness):

1. **Shout AAI**
2. **If enough adults, one adult stays with the child whilst another to get the AAI**



### Incident Recording, Reporting and Lessons Learnt

Every incident of an allergic reaction – regardless of whether it required the administration of an AAI or emergency services involvement – must be fully documented within the school's central safeguarding database (e.g. CPOMS).

**Statutory Notification:** The school will notify the parents/carers immediately. If an emergency AAI is deployed, a formal report will be submitted to the Governing Body and the Local Authority.

**Debrief & Policy Review:** Following any severe incident, the Designated Allergy Lead will conduct a comprehensive 'lessons learnt' review with involved staff. This review will evaluate the speed of response, accessibility of medication, and the root cause of allergen exposure, adjusting daily school procedures immediately if gaps are identified.

Policy Updated: September 2026

Adopted by Staff and Governors: September 2026

Date for Review: September 2027

## **Policy Publication**

This policy will be permanently published on the official Witton Church Walk CE Nursey & Primary School website and will be highlighted to all incoming parents during the transition and admissions process.

Agreed on 01.09.2026