Millbrook C of E Primary School

Allergy Policy

September 2026/7

1. Introduction & Statement of Intent

In accordance with Benedict's Law and the Children and Families Act 2014, we are committed to providing a safe and inclusive environment for pupils with allergies. We recognise that allergies can be life-threatening and that anaphylaxis is a medical emergency.

This policy ensures a consistent national framework for allergy safety is applied across our school.

2. Statutory Framework (Benedict's Law)

This policy adheres to the following mandatory requirements:

● Whole-School Policy: A dedicated document (this policy) outlining allergy management.

● Spare Adrenaline Auto-Injectors (AAIs): The school will purchase and maintain a supply of "spare" adrenaline auto-injectors for emergency use.

● Staff Training: Mandatory annual training for all staff on recognising symptoms and administering AAIs.

● Individual Healthcare Plans (IHCP): Every child with a diagnosed allergy must have a robust IHCP and Allergy Action Plan.

3. Roles and Responsibilities

The Governing Body

● Ensures the school meets its legal duty under Section 100 of the Children and Families Act.

● Verifies that sufficient staff training and emergency medication are in place.

The Headteacher & Designated Allergy Lead

● Appoints a Designated Allergy Lead to oversee the register of allergic pupils.

● Ensures the "Spare AAI" kit is checked monthly (expiry dates/fluid clarity).

● Maintains a central "Allergy Register" accessible to all staff (including supply and catering).

Parents and Carers

● Must notify the school immediately of any new diagnosis or change in allergy status.

● Must provide the school with two in-date AAIs for their child, which will be kept in an accessible, unlocked location.

4. Emergency Procedures: Anaphylaxis

Anaphylaxis is a severe, systemic allergic reaction. In the event of a suspected reaction:

1. Do not move the child. Keep them lying flat (or sitting if they have breathing difficulties).

2. Administer the child's prescribed AAI immediately.

3. Dial 999 and state "Anaphylaxis" (pronounced Anna-fill-axis).

4. Use the School Spare AAI if the child's own device fails or a second dose is needed after 5 minutes.

5. Stay with the child until paramedics arrive.

5. Risk Reduction & Prevention

To minimise the risk of exposure, Millbrook School implements the following:

● Catering: Our catering team is trained in allergen cross-contamination. Menus are verified by parents of allergic children via Bromcom / MCAS.

● No Sharing Policy: A "no food sharing" rule is strictly

enforced across all year groups.

● Allergen-Aware Classrooms: Specific allergens (e.g., peanuts/tree nuts) are banned from packed lunches and classroom activities.

● Curriculum: Food technology and science lessons are audited to ensure no pupils are excluded or endangered by materials used.

6. Training & Record Keeping

● Annual Training: All staff (teaching and non-teaching) receive accredited training on the Schools Allergy Code.

● Incident Reporting: Any "near miss" or administration of an AAI must be recorded in the accident book and reported to the Health and Safety Executive (HSE) if required.

● Lessons Learned: Following any allergic reaction, a formal review will be conducted by the Designated Allergy Lead to identify improvements.

Note on Spare AAIs: Since 2017, schools have been permitted to buy spare AAIs. Under the new 2026 guidance, it is now a requirement for schools to stock these to protect children whose own pens fail or who have their first-ever reaction while at school.

7. Storage of AAI in School

● The AAI will be stored on the wall, just outside of the Headteacher's Office (straight across from our EYFS/KS1 classroom and at the bottom of the stairs from our KS2 classrooms)

● This will be a central location which is accessible to all staff

● AAIs should be stored in a location that is no more that 5 minutes away from all classes in school.

Individual Healthcare Plan (IHCP):

Allergy and Anaphylaxis

In accordance with Benedict's Law and statutory guidance for schools.This IHCP is a mandatory document for any pupil with a diagnosed allergy. It must be reviewed annually or when a child's medical needs change. It should be kept in a central, accessible location alongside the pupil's medication.

1. Pupil Information	
Child's Name:	
Date of Birth:	
Year Group / Class:	
Medical Condition: Severe Allergy / Anaphylaxis	

2. Contact Information	
Parent / Carer 1 Name & Phone:	
Parent / Carer 2 Name & Phone:	
GP Name & Phone:	
Clinic / Consultant	

3. Allergy Details & Triggers

● Known Allergens: [e.g., Peanuts, Dairy, Latex, Bee Stings]

● Nature of Reaction: [Describe past symptoms]

● Exclusion/Mitigation Strategies: [e.g., No food sharing, cleaning of desks, specific seating in canteen]

4. Medication & Emergency Response

Note: Under Benedict's Law, the school's spare AAI can be used if the pupil's prescribed device fails or is unavailable.

Medication name	Dosage	Expiry Date	Storage Location
AAI 1 (Prescribed)			
AAI 2 (Prescribed)			
Antihistamine			

Emergency Action Plan

1. Assess Symptoms: If breathing is difficult, tongue/throat swelling, or dizziness occurs, administer AAI immediately.

2. Call 999: State "Anaphylaxis" and give school address; Blindwell Hill, Millbrook PL10 1BG

3. Positioning: Keep pupil lying flat with legs raised. Do not let them stand up.

4. Second Dose: If no improvement after 5 minutes, administer the second AAI (or the school's Spare AAI).

5. Notify Parents: Contact emergency contacts listed above.

5. Training & Permissions

● Staff Training: All staff are trained to administer this child's medication (through The Allergy Team training completed in Summer 2026)

● Parental Consent: I consent to the school administering the prescribed medication and the School Spare AAI in an emergency.

Parent Signature: _____

Date: _____

Headteacher Signature: _____
Date: _____

School Nurse/Allergy Lead:
_____ Date: _____