

Packwood

Part of the Shrewsbury
School Family



Allergy Safety Policy

2026-2027

Allergy Safety in Schools Policy

Policy Owner: Headmaster

Senior Allergy Lead: David Finch – Deputy Head Pastoral Care and Safeguarding

Approval Date: 01/09/2026

Review Date: 01/09/2027

Frequency of Review: Annual or following any significant allergy-related incident

1. Statement of Commitment

Packwood School is committed to safeguarding and promoting the welfare of all pupils, including those living with allergies and at risk of anaphylaxis.

Packwood School recognises that allergies can have a significant impact on a child's health, wellbeing, educational experience and participation in school life. We are committed to providing a safe, inclusive and supportive environment in which pupils with allergies are protected from avoidable harm whilst being able to participate fully in all aspects of school life.

Packwood School adopts an allergy-aware approach, recognising that allergens cannot be completely eliminated from a school environment. Our focus is therefore on risk reduction, awareness, education, preparedness and effective emergency response.

This policy reflects the requirements of the Department for Education's *Allergy Safety in Schools* Statutory Guidance (2026), the principles introduced through Benedict's Law, and relevant health and safety, safeguarding and medical conditions legislation.

2. Aims

The aims of this policy are to:

- Protect pupils with allergies from avoidable exposure to allergens.
- Ensure timely recognition and treatment of allergic reactions and anaphylaxis.
- Promote awareness and understanding of allergies throughout the school community.
- Ensure staff are appropriately trained and confident in managing allergic reactions.
- Support the inclusion and participation of pupils with allergies in all areas of school life.
- Maintain effective communication between school, parents, healthcare professionals and pupils.
- Ensure compliance with statutory allergy safety requirements.
- Learn from incidents and near misses to continually improve practice.

3. Scope

This policy applies to:

- All pupils.
- All teaching and non-teaching staff.
- Governors.
- Catering staff.
- Peripatetic staff.
- Sports coaches.
- Volunteers.
- Contractors.
- Visiting professionals.
- Supply staff.
- Transport providers involved in school activities.
- Boarding provision.

4. Definitions

Allergy

An adverse immune response to a substance (allergen) that is generally harmless to most people.

Allergic Reaction

An immune response ranging from mild symptoms to severe life-threatening reactions.

Anaphylaxis

A serious and potentially life-threatening systemic allergic reaction requiring immediate medical treatment.

Adrenaline Auto-Injector (AAI)

A medical device designed to deliver adrenaline quickly in cases of anaphylaxis.

Examples include:

- EpiPen
- Jext
- Emerade (where prescribed)

Individual Healthcare Plan (IHP)

A document setting out a pupil's medical needs, risks, medications, emergency procedures and required support arrangements.

5. Roles and Responsibilities

Head of Packwood

The Head has overall responsibility for:

- Implementing this policy.
- Ensuring legal compliance.
- Allocating sufficient resources.
- Ensuring appropriate training is provided.
- Monitoring effectiveness of allergy management arrangements.
- Reporting significant issues to Governors.

Senior Allergy Lead

Packwood School will appoint a designated Senior Allergy Lead, David Finch (Deputy Head, Pastoral Care and Safeguarding), responsible for strategic oversight of allergy safety.

The Senior Allergy Lead will:

- Monitor implementation of this policy.
- Coordinate allergy management throughout the school.
- Ensure statutory guidance is followed.
- Oversee production and review of Individual Healthcare Plans.
- Monitor staff training compliance.
- Investigate significant incidents and near misses.
- Ensure lessons learned are implemented.
- Report allergy safety matters to Governors.
- Promote a culture of awareness, inclusion and continuous improvement.

School Nurse

The School Nursing Team will:

- Maintain allergy records.
- Liaise with parents and healthcare professionals.
- Support creation and review of IHPs.
- Monitor medication storage and expiry dates.
- Support staff training.
- Assist with incident investigations.

Staff

All staff are responsible for:

- Understanding their responsibilities regarding pupils with allergies.
- Reading and following relevant healthcare plans.
- Participating in required training.
- Responding appropriately to allergic reactions.
- Immediately reporting incidents and near misses.
- Promoting inclusion and reducing allergy-related risks.

Parents and Carers

Parents are expected to:

- Inform the School of allergies at the earliest opportunity. For new pupils, this should be ahead of the child's first day at Packwood.
- Provide relevant medical information promptly.
- Supply prescribed medication before expiry dates.
- Notify the School of any changes to medical needs.
- Work collaboratively with the school to support their child.

Pupils

Pupils are encouraged to:

- Develop age-appropriate understanding of their allergies.
- Inform staff immediately if they feel unwell.
- Avoid sharing food or drinks.
- Carry prescribed medication where appropriate and agreed.

6. Identification of Pupils with Allergies

Packwood School will identify pupils with allergies through:

- Admissions information.
- Medical questionnaires.
- Information provided by parents.
- Clinical documentation.
- Healthcare professionals.

An Individual Healthcare Plan will normally be developed for every pupil with a diagnosed allergy where support, emergency medication or adjustments may be required during the school day.

Healthcare Plans will include:

- Diagnosis.
- Known allergens.
- Typical symptoms.
- Emergency procedures.
- Medication requirements.
- Storage arrangements.
- Contact details.

- Educational visit requirements.

Plans will be reviewed annually and whenever circumstances change.

7. Allergy-Aware Environment

Packwood School operates an allergy-aware approach.

Packwood School recognises that it cannot guarantee an allergen-free environment and therefore focuses on:

- Risk reduction.
- Effective supervision.
- Staff awareness.
- Safe catering practices.
- Appropriate communication.
- Emergency preparedness.

Packwood School will not generally describe itself as "nut free" or "allergen free", as such descriptions may create a false sense of security.

8. Risk Assessment and Prevention

Packwood School will undertake suitable and sufficient allergy risk assessments covering:

- Classrooms.
- Dining areas.
- Boarding accommodation.
- Sports facilities.
- School transport.
- Educational visits.
- Residential trips.
- Special events and celebrations.

Control measures may include:

- Clear communication of allergy information.
- Cleaning arrangements.
- Food handling procedures.
- Seating arrangements where necessary.

- Supervision arrangements.
- Emergency medication access.

9. Catering and Food Management

Packwood Catering Team will:

- Maintain awareness of pupils' allergies.
- Follow robust food safety procedures.
- Prevent cross-contamination wherever reasonably practicable.
- Provide allergen information when required.
- Ensure staff understand emergency procedures.

Pupils must not share food or drinks.

Food brought into school for celebrations or events will be carefully considered to minimise risk to allergic pupils.

10. Training

All staff who may have responsibility for pupils during the school day must receive allergy awareness and anaphylaxis training.

This includes:

- Teachers.
- Teaching assistants and graduate assistants
- Boarding staff.
- Catering staff.
- Administrative staff.
- Lunchtime supervisors.
- Sports coaches.
- Peripatetic teachers.
- Volunteers.
- Contractors where appropriate.
- Supply staff.
- Educational visit leaders.

Training will include:

- Understanding allergies.
- Recognising symptoms.
- Recognising anaphylaxis.
- Emergency procedures.

- Administration of AAI's.
- Calling emergency services.
- Follow-up actions.

Training will be provided:

- On induction.
- At least annually.
- Following significant changes in guidance.
- Following serious incidents where required.

Training records will be maintained by the school.

11. Medication Management

The school will ensure:

- Medication is readily accessible.
- Medication is stored safely but not locked away during emergencies.
- Expiry dates are monitored.
- Spare emergency medication is available where permitted and appropriate.
- Emergency medication accompanies pupils on visits and off-site activities.

Where permitted by legislation and school procedures, spare adrenaline auto-injectors may be held for emergency use.

12. Responding to Allergic Reactions and Anaphylaxis

All allergic reactions will be treated seriously.

Staff should:

1. Assess the situation immediately.
2. Follow the pupil's Healthcare Plan.
3. Summon assistance.
4. Administer antihistamine if appropriate and instructed.
5. Administer adrenaline immediately if anaphylaxis is suspected.
6. Call 999.
7. Notify parents.
8. Monitor the pupil continuously until emergency services arrive.

Where anaphylaxis is suspected:

- Do not delay treatment while attempting to identify the trigger.
- If in doubt, administer adrenaline.
- A second AAI should be administered if symptoms persist and medical guidance indicates this is appropriate.
- The time of administration of each device must be recorded and passed to emergency services.

No member of staff will be criticised for administering adrenaline in good faith in a genuine emergency.

13. Educational Visits and Residential Activities

Packwood School is committed to ensuring pupils with allergies can participate fully in educational visits and residential experiences.

The visit leader will ensure that:

- Risks are assessed.
- Emergency medication is available.
- Relevant staff are informed.
- Emergency procedures are understood.
- Dietary arrangements are reviewed in advance.

Pupils with allergies will not be excluded from trips, clubs, activities or residential opportunities solely because of their allergy.

Reasonable adjustments will be made wherever practicable to ensure safe participation.

14. Communication

Packwood School will maintain effective communication between:

- Parents.
- Pupils.
- Staff.
- Governors.
- Healthcare professionals.
- Catering providers.

Information will be shared on a need-to-know basis to ensure safety whilst maintaining confidentiality.

15. Record Keeping

Packwood School will maintain records relating to:

- Allergy diagnoses.
- Healthcare Plans.
- Medication.
- Staff training.
- Allergic reactions.
- Near misses.
- Emergency interventions.
- Communications with parents and healthcare professionals.

Records will be maintained in accordance with data protection requirements.

16. Learning from Incidents and Near Misses

Following any allergic reaction, administration of adrenaline, significant allergen exposure or near miss, Packwood School will undertake a review process.

The review may include:

- Investigation of contributing factors.
- Review of Healthcare Plans.
- Evaluation of existing controls.
- Identification of lessons learned.
- Additional training where required.
- Amendments to risk assessments or procedures.

Significant findings will be reported through Packwood School's governance arrangements.

Packwood School is committed to fostering a positive, learning-focused and no-blame culture that encourages reporting and continuous improvement.

17. Monitoring and Review

The Senior Allergy Lead will monitor:

- Training compliance.
- Completion of Healthcare Plans.
- Medication availability.
- Incident trends.
- Risk assessment effectiveness.

This policy will be reviewed:

- Annually.
- Following significant changes in legislation or guidance.
- Following a serious allergy-related incident.

18. Related Policies

This policy should be read alongside:

- Supporting Pupils with Medical Conditions Policy
- First Aid Policy
- Safeguarding and Child Protection Policy
- Health and Safety Policy
- Educational Visits Policy
- Boarding Handbook
- Food Safety Procedures
- Risk Assessment Procedures

Approval

Approved by: _____

Position: _____

Date: _____

Review Date: _____

This policy demonstrates Packwood School's commitment to maintaining the highest standards of allergy safety, compliance with current statutory guidance, and the safe inclusion of pupils with allergies in all aspects of school life.