

Five Ways Primary School



Allergies – Benedict's Law

September 2026

1. Policy Statement

Five Ways is committed to providing a safe, inclusive and supportive environment for all pupils, staff and visitors with allergies. We recognise that allergies can be life-threatening and that effective allergy management is essential in protecting the health, wellbeing and educational experience of pupils.

We will take a whole-school approach to allergy awareness, prevention, risk reduction, emergency preparedness and inclusion, so that pupils with allergies can participate fully in all aspects of school life.

This policy has been developed in accordance with Benedict's Law and the Department for Education's Allergy Safety in Schools guidance.

2. Aims

This policy aims to:

- Protect pupils at risk of allergic reactions and anaphylaxis.
- Ensure rapid and effective emergency response.
- Promote awareness and understanding of allergies across the school community.
- Support the inclusion of pupils with allergies in all school activities.
- Clarify roles and responsibilities.
- Ensure compliance with statutory requirements.
- Reduce the likelihood of allergic reactions occurring in school.
- Maintain accurate records and effective communication.

3. Scope

This policy applies to:

- All pupils
- All school employees
- Agency staff
- Volunteers
- Contractors
- Governors
- Visitors
- Before and after school clubs
- Educational visits and residential visits

4. Definitions

Allergy

An immune system response to a substance that is normally harmless.

Allergen

A substance capable of causing an allergic reaction.

Examples include:

- Foods (milk, egg, nuts, sesame, fish, shellfish)
- Insect venom
- Animals
- Latex
- Medicines

Anaphylaxis

A severe and potentially life-threatening allergic reaction requiring immediate treatment with adrenaline.

5. Roles and Responsibilities

Governing Body

The Governing Body will:

- Ensure compliance with statutory guidance.
- Review this policy annually.
- Monitor implementation and effectiveness.

Headteacher

The Headteacher will:

- Ensure the policy is fully implemented.
- Allocate sufficient resources.
- Ensure staff training requirements are met.

Named Allergy Lead

The named Allergy Leads at Five Ways are Mrs Sue Fuller (Deputy Headteacher) and Mrs Wendy Russell (Business Leader). The named Allergy Lead on the Governing Body is Ms Suzie Jones.

The Allergy Leads will:

- Oversee implementation of this policy.
- Maintain allergy records.
- Coordinate staff training.
- Monitor emergency medication arrangements.
- Lead incident reviews.
- Liaise with families and external professionals.
- Ensure annual policy review.

Staff

All staff must:

- Complete required allergy training.
- Be aware of pupils with allergies.
- Follow Health Care plans.
- Respond appropriately during emergencies.
- Report incidents and near misses promptly.

Parents/Carers

Parents/carers must:

- Inform the school of allergies.
- Provide medical evidence when appropriate.
- Supply prescribed medication.
- Provide updated Health Care plans.
- Notify the school of changes to medical needs.

Pupils

Pupils will be encouraged to:

- Understand and manage their allergies appropriately.
- Seek help if they feel unwell.
- Report concerns immediately.

6. Identification of Allergy Needs

The school will identify pupils with allergies through:

- Admission forms
- Medical information forms
- Health Care professional documentation
- Parent/carers communication
- Annual data reviews

A central allergy register will be maintained and updated regularly.

Information will be shared appropriately with relevant staff whilst complying with UK GDPR and data protection legislation.

7. Individual Health Care Plans

All pupils at risk of serious allergic reactions will have an Individual Health Care Plan.

Plans will include:

- Confirmed allergens
- Known triggers
- Signs and symptoms
- Medication required
- Emergency procedures
- Location of medication
- Contact details
- Consent arrangements

Health Care Plans will be reviewed:

- Annually
- Following an allergic reaction
- Following changes to medical advice

8. Staff Training

The school will ensure that all staff receive allergy awareness and emergency response training.

Training will include:

- Understanding allergies
- Recognising signs of allergic reactions
- Recognising anaphylaxis
- Use of adrenaline auto-injectors (AAIs)
- Emergency procedures
- Incident reporting
- Inclusion and safeguarding considerations

Training will:

- Be completed on induction
- Be refreshed annually
- Be recorded centrally

Additional training will be provided for designated first aid and medical staff.

9. Emergency Medication

The school will maintain:

Pupils' Prescribed Medication

Where prescribed, pupils must have access to their own in-date adrenaline auto-injectors.

Spare Adrenaline Auto-Injectors

The school will hold spare in-date AAIs in accordance with current legislation and guidance. These devices may be used in an emergency where clinically appropriate. [\[gov.uk\]](https://www.gov.uk), [\[anaphylaxis.org.uk\]](https://anaphylaxis.org.uk)

The school will:

- Maintain sufficient stock
- Monitor expiry dates
- Replace expired devices promptly
- Keep devices securely but readily accessible
- Ensure access within emergency response times

10. Preventing Exposure to Allergens

The school will take reasonable steps to reduce risk by:

- Considering allergens in curriculum activities.
- Conducting risk assessments.
- Reviewing food provision arrangements.
- Checking ingredients where feasible.
- Supporting safe classroom practices.
- Displaying appropriate notices where necessary.

The school cannot guarantee an allergen-free environment.

11. Catering and Food Management

Where food is provided, the school and catering providers will:

- Work to identify allergens within meals.
- Share allergen information where available.
- Follow food safety procedures.
- Implement agreed risk reduction measures.

Pupils with allergies will not be unnecessarily excluded from dining experiences.

12. Educational Visits, Trips and Residential

All visits must include consideration of allergy risks.

Risk assessments will include:

- Known allergens
- Availability of medication
- Access to emergency services
- Staff training
- Emergency communication

Medication and Health Care plans must accompany pupils on visits.

No pupil should be excluded from an activity solely because they have an allergy unless there is a significant and unmanageable risk.

13. Inclusion, Equality and Anti-Bullying

The school is committed to ensuring pupils with allergies are fully included.

We will:

- Promote allergy awareness.
- Challenge stigma and misconceptions.
- Prevent bullying related to allergies.
- Support participation in clubs, visits, performances and sporting activities.

Bullying related to a medical condition will be addressed through the school's Positive Behaviour and Relationships and Anti-Bullying Policies.

14. Responding to an Allergic Reaction

In the event of a suspected allergic reaction:

1. Remain with the pupil.
2. Assess symptoms immediately.
3. Follow the pupil's Individual Health Care Plan.
4. Administer prescribed medication if required.
5. If anaphylaxis is suspected, administer adrenaline immediately.
6. Call 999 without delay.
7. Contact parents/carers.
8. Continue monitoring until emergency services arrive.

Where required, a second adrenaline device may be administered in line with medical guidance.

15. Recording Incidents and Near Misses

The school will record:

- Allergic reactions
- Anaphylaxis incidents
- Use of AAIs
- Near misses
- Medication errors

Records will include:

- Date and time
- Circumstances
- Action taken
- Outcomes
- Lessons learned

Following significant incidents, the Allergy Lead will conduct a review and implement improvements where necessary. Benedict's Law emphasises strengthened incident recording and learning processes.

16. Communication

The school will communicate regularly with:

- Parents and carers
- Staff
- Governors
- Catering team
- Health Care professionals where appropriate

Relevant allergy information will be shared proportionately and confidentially.

17. Monitoring and Review

The Allergy Leads will monitor:

- Staff training compliance
- Health Care Plan completion
- Medication checks
- Incident records
- Risk assessments

This policy will be reviewed annually or sooner if legislation or guidance changes.

18. Related Policies

- Supporting Pupils with Medical Conditions
- First Aid Policy
- Educational Visits Policy
- Safeguarding and Child Protection Policy
- Positive Behaviour and Relationships Policy
- Anti-Bullying Policy
- Health and Safety Policy
- Equality Policy

Date: September 2026

Review Date: September 2027