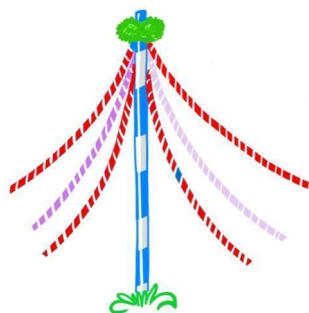


Maypole School



ALLERGY SAFETY POLICY

2026-2027

Drafted by:	A Cherrywood	
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Introduction and Aims

Section 34 of the Children's Wellbeing and Schools Act 2026 requires that schools must have an allergy safety policy.

Aims of this Policy

Each of Maypole School's sites have a named member of the senior leadership who has responsibility for allergy safety, including driving the implementation of the allergy safety policy and contributing to or leading review of the policy. The names of the nominated staff member will be displayed in each school.

Culture

All staff will complete an *allergy and anaphylaxis e-learning training for schools* during their induction when they join the school and then conducted annually. All medical conditions including any allergies will be written into each pupil's Student Support Plan (SSP) which new staff are required to read.

Training will be delivered to all staff including temporary staff, supply & trainee teachers, peripatetic staff, agency workers and regular volunteers.

Allergy awareness training should ensure all staff:

- Have an awareness of allergy, the risks it poses, how allergic reactions can occur and how to manage it;
- Understand that allergy includes multiple conditions (food allergy, asthma, eczema, hay fever, others), which can co-exist;
- Understand the difference between food allergy, coeliac disease and food intolerance;
- Know where to find information on allergy triggers;
- Can identify the range of symptoms of allergic reactions;
- Understand and can recognise anaphylaxis;
- Know how to respond in an emergency, including:
 - calling emergency services and informing parents;
 - how to locate and administer emergency medication (adrenaline for anaphylaxis, asthma reliever inhaler for an asthma attack).
 - training on how to use the medication/device in an emergency (whether prescribed to a given person or a school's "spare" adrenaline devices);
- Understand the impact allergy can have on a child or young person's wellbeing;
- Understand the school's allergy safety policy;
- Know how to check whether an individual is on the record of those with a known allergy and how to use an Allergy or Asthma Action Plan;
- Understand their responsibilities in reducing the risk of individuals with known allergy coming into contact with their known allergens;
- Understand how to report an allergic reaction or case of anaphylaxis (whether an incident or a "near miss").

Training under this guidance should be understood as allergy awareness and emergency response training. It should not be read as replacing any separate clinical governance, competency or delegation arrangements that may be needed where a child or young person requires individual healthcare support beyond school-level allergy safety arrangements.

Wellbeing

All staff will be made aware of pupil's allergies and medical conditions and any emergency medical response that would be required. Where it would be appropriate, understanding the impact an allergy can have on a person will be taught and explained to the pupils as part of the curriculum. Staff will be discreet and protect the privacy and confidentiality of pupils, and will be sensitive to their needs and the anxieties they may experience around their allergy. Staff will ensure that pupils are not disadvantaged in any way by any medical condition they experience. The high level of staff in each class will ensure that pupils are protected from any form of bullying or unkindness that may arise from other pupils and develop a culture of tolerance and understanding within the school.

Minimising risk

Maypole School is a nut free school. All employees, parents, carers, visitors, contractors, agency staff must be made aware that they CANNOT EVER bring nuts into the school in any form. Everyone should be mindful to check the ingredients of items they bring in including cakes, cereal bars, confectionary etc for any type of nut.

Training

All staff will undergo an Allergy and Anaphylaxis awareness e-learning course/training during their induction; this will then be conducted annually.

Staff will be given training in how to administer emergency adrenaline autoinjectors.

Lunches

Lunches are brought in from nearby schools and the menu provided states what allergies may be present in the food. The menu is provided to all staff and sent out to all parents/carers.

Staff and pupils may choose to bring in their own lunches. Parents/carers and staff will all be provided with a list of foods that must not be included in packed lunches or any items of food that are brought into school.

This list should be displayed in the entrances to the school sites as well as food preparation areas.

General Information

Posters will be displayed in all food preparation areas to indicate the 14 most common food allergies in the UK.

Staff will be made aware that it is not only in food preparation areas where a pupil might become exposed to allergens. Environments where pupils might come into contact with animals for example. Specific risk assessments might be required when planning external visits or trips but it is important that staff are aware of the specific allergies of pupils they are working with to enable them to plan accordingly and avoid the risks.

Staff working in the Pathways to Employment provisions should be familiar with the needs of each pupil they work with and will be aware of any allergies or emergency medication that each pupil may have. Staff will need to carry spare adrenaline autoinjectors if they work with a pupil who requires emergency medication, even though they carry their own.

A specific risk assessment will be carried out for pupils who have an allergy to airborne allergens.

Individual children and young people Identification

Prior to admission of a pupil, parents/carers will have completed a medical consent and health form which will declare any medical conditions and allergies, including the requirement for, and details of, any emergency medication (for example adrenaline autoinjector (AAI) devices). When the pupil joins the school, this information will be transferred to the school site's record for all pupils who have an allergy.

The school will meet with the parents/carers of pupils with allergies to understand their child's specific needs and what, if any, emergency plans to put in place and what emergency medication will be needed to be kept in school.

The Senior Leadership at each school site will ensure that ALL staff are aware of the pupils who have specific allergies or intolerances. A list of foods/products etc that the individual pupil must avoid will be made available to the staff team.

Individual Staff Identification

Staff who have an allergy must declare this on their medical/health form on joining the school and whether they may require emergency medication and carry emergency medication. They should ensure that at least their Head of School and Deputy are aware of their condition and a risk assessment will be carried out. This may determine that all staff in that team will need to be aware.

Record Keeping

The school will keep a record for pupils and staff at each school site, which will identify their known allergens, whether they carry medication and information regarding administration of emergency medication. Pupils with a known allergy that has a functional impact on them will have an individual Healthcare Plan which will set out an Allergy Action Plan where this is required. This Healthcare Plan will set out the arrangements that are required that are different from those made generally. Where children and young people have an Allergy Action Plan and/or Asthma Action Plan issued by a healthcare professional, the IHP should refer to or attach it.

The healthcare plans and the record of pupils and staff with known allergies, will be made available to the staff working directly with the pupils or staff members.

Prescribed Adrenaline

It is imperative that pupils and staff who are prescribed adrenaline devices have rapid access to their devices at all times, which must be administered within five minutes.

Therefore the devices must accompany the pupil to all activities, including when outside during the breaktimes, when on visits or trips, if attending a therapy session, and travelling in taxis.

The named member of staff at each site will be responsible for checking that all adrenaline devices or asthma pumps held at the school are in date and that the school has sufficient spare devices.

The school will liaise with the pupil's family to agree arrangements for administration of, and transport of, emergency medication where a pupil travels to school via local authority transport.

Staff who are prescribed emergency medication should carry their own devices with them, and members of the staff team should be aware of where to access this should administration be required.

Spare devices

The school will keep Spare adrenaline devices, should an emergency arise such as a pupil's own device not working. The spare devices will be kept in an accessible cupboard and clearly marked 'emergency anaphylaxis kit' in the classroom where the child is based. All staff will be aware of where the devices are kept. Any emergency inhalers and spacers can also be kept similarly. Spares should always be kept in pairs (in case one does not work).

All devices, including spares, that are kept at school, will be checked at the start of each half term and the expiry date noted. If it is due to expire before the end of the half term, a replacement will be ordered immediately. If a device is used, it will be disposed of safely and a new one will be ordered. Each school site will keep a minimum of two spares for each pupil identified with an allergy requiring emergency medication.

Spare devices will be taken out on all school trips and activities as mentioned above.

Spare devices must be clearly labelled as spares, so as not to confuse them with the pupil's own prescribed device.

School Trips and Visits

All pupils should be able to access school offsite trips and visits.

These must be carefully planned and risk assessed, with particular attention to the risks to a pupil with a known allergy and at risk of anaphylaxis.

The pupil must have their own adrenaline device with them and ensure a trained staff member is with them to administer adrenaline in an emergency. Two spare devices will also accompany the pupil on the visit. The risk assessment will identify if there are any specific areas to be avoided whilst on the visit.

Reporting incidents and "near misses"

When any emergency medication has been administered this must be reported at the earliest opportunity to the Senior Leadership. The incident must also be reported to parents at the earliest opportunity.

The school will record all incidents involving allergy safety. If a pupil is known to have been exposed to an allergen, even if an allergic reaction has not occurred immediately, this must be reported to the family, in case the impact does not occur until the pupil has returned home later.

Sharing information

A child or young person's health information is considered special category data under UK GDPR, which means it is highly sensitive and has additional legal protections. Schools

have a lawful basis to hold, use and share a child's special category health data when this is necessary, but it should always be done in a controlled and respectful way, because unnecessary sharing can reduce children's confidence in practitioners and can be embarrassing for children and young people who may not want to be singled out.

Our Policy

This policy will be available on the school's website.

The policy will be kept with all of the school's policies and available to all staff on the school's Google Drive.

Staff will be made aware of this policy and the importance of being allergy aware during their induction. Staff will undertake allergy safety training annually and during their induction.

Other related policies

Food Policy

Risk Assessment Policy

KCSIE DfE (2026)

Administration of Medication Policy