

Allergies & Anaphylaxis Policy

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Policy Aims and Objectives

This policy outlines Brunel School's approach to allergy management, including how the whole-school community works to reduce the risk of an allergic reaction happening and the procedures in place to respond if one does. It also sets out how we support our pupils with allergies to ensure their wellbeing and inclusion, as well as demonstrating our commitment to being an allergy aware school.

This policy applies to all staff, pupils, parents and visitors to the school and should be read alongside these other policies:

- Supporting Children with Medical Conditions.
- Safeguarding.
- Health and Safety.

Brunel School takes a whole-school approach to allergy management.

The views of pupils with allergies and their families will be sought when reviewing our allergy policy and procedures.

GDPR statement: Information will be shared with relevant individuals or agencies on a need-to-know basis where it is considered necessary to safeguard the child's welfare, support their health and safety, or otherwise act in their best interests, in accordance with applicable data protection and safeguarding requirements.

Definitions

Allergy: An allergy is an overreaction of the immune system to a substance that is normally harmless to most people. These substances are called allergens.

Allergen: A normally harmless substance that, for some, triggers an allergic reaction. You can be allergic to anything. The most common allergens are food, medication, animal dander (skin cells shed by animals with fur or feathers) and pollen. Latex and wasp and bee stings are less common allergens.

Most severe allergic reactions to food are caused by just 9 foods. These are eggs, milk, peanuts, tree nuts (which includes nuts such as hazelnut, cashew nut, pistachio, almond, walnut, pecan, Brazil nut, macadamia etc), sesame, fish, shellfish, soya and wheat.

There are 14 allergens required by UK law to be highlighted on pre-packed food. These allergens are celery, cereals containing gluten, crustaceans, egg, fish, lupin, milk, molluscs, mustard, peanuts, tree nuts, soya, sulphites (or sulphur dioxide), and sesame.

Allergic Reaction: A physical immune response whereby instead of ignoring the substance, the body produces histamine which triggers an allergic reaction.

Whilst most allergic reactions are mild, causing minor symptoms, some can be very serious and cause anaphylaxis, which is a life-threatening medical emergency.

People can be allergic to anything, but serious allergic reactions are most commonly caused by food, insect venom (such as a wasp or bee sting), latex and medication.

Anaphylaxis: Anaphylaxis is a severe allergic reaction that can be life-threatening and must be treated as a medical emergency.

Adrenaline Auto-Injector: Single-use device which carries a pre-measured dose of adrenaline. Adrenaline auto-injectors are used to treat anaphylaxis by injecting adrenaline directly into the upper, outer thigh muscle. Adrenaline auto-injectors are commonly referred to as AAls, adrenaline pens or by the brand name (e.g. EpiPen). There are two brands licensed for use in the UK: EpiPen and Jext Pen. For the purposes of this Policy we will refer to them as Adrenaline Pens.

Allergy Action Plan: This is a document filled out by a healthcare professional, detailing a person's allergy and their treatment plan.

Neffy: Neffy (official name in the UK is EURNeffy) is a nasal spray which delivers adrenaline. It is a needle-free alternative to an adrenaline auto-injector approved. Neffy was approved for use in the UK in 2025.

Individual Health Care Plan: A detailed document outlining an individual pupil's medical conditions, history, treatment, risks and action plan. This document should be created by schools in collaboration with parents/carers and, where appropriate, pupils. All pupils with an allergy should have an Individual Healthcare Plan and it should be read in conjunction with their Allergy Action Plan. This may be part of the pupil's Individual Support Plan (ISP)

Risk Assessment: A detailed document outlining an activity, the risks it poses, and any actions taken to mitigate those risks. Allergy risks should be included on all risk assessments for events on and off the school site.

Spare Allergen Pens: Schools are able to purchase spare adrenaline pens. These should be held as a back-up, in case pupils' prescribed adrenaline pens are not available. They can also be used to treat a person who experiences anaphylaxis but has not been prescribed their own adrenaline.

Designated Allergy Lead: The member of staff responsible for overseeing allergy management across the school and acting as the main point of contact for pupils, parents and staff.

School Allergy Code

Our school is committed to providing a safe, inclusive and supportive environment for all pupils, staff and visitors affected by allergies.

We recognise that allergies can range from mild to life-threatening and that the prevention and effective management of allergic reactions is a shared responsibility between the school, parents/carers, healthcare professionals, catering providers and pupils, where appropriate.

In meeting this commitment, the school will:

- Promote a culture of awareness, understanding and inclusion for individuals with allergies.
- Identify pupils and staff with allergies and maintain accurate, up-to-date records of their needs.
- Work in partnership with parents/carers and healthcare professionals to develop and implement appropriate support arrangements, including Individual Healthcare Plans where required.
- Take reasonable steps to reduce the risk of exposure to known allergens while recognising that it is not possible to guarantee an allergen-free environment.

- Ensure that staff receive appropriate training to recognise allergic reactions and respond promptly and effectively, including the administration of adrenaline auto-injectors where appropriate.
- Ensure that emergency medication is readily accessible and that robust procedures are in place for responding to an allergic emergency.
- Provide clear allergen information for food provided by the school and work with catering providers to meet individual dietary requirements safely.
- Ensure that educational visits, extracurricular activities and all aspects of school life are planned to support the safe inclusion of pupils with allergies.
- Promote open communication so that concerns relating to allergies are identified and addressed promptly.
- Regularly review allergy management arrangements and learn from incidents to continually improve practice.

Everyone within the school community has a role to play in creating an environment where pupils and staff with allergies are supported, respected and able to participate fully in all aspects of school life.

Roles and Responsibilities

Designated Allergy Lead

The Designated Allergy Lead is **Benjamin Clark**, Operations Manager (bclark@brunelschool.org), who reports to the Headteacher and is responsible for:

- Ensuring the safety, inclusion and wellbeing of pupils and staff with an allergy;
- Taking decisions on allergy management across the school;
- Championing and practising allergy awareness across the school;
- Being the overarching point of contact for staff, pupils and parents with concerns or questions about allergy management;
- Ensuring allergy information is recorded, up-to-date and communicated to all staff;
- Making sure all staff are appropriately trained, have good allergy awareness and realise their role in allergy management (including what activities need an allergy risk assessment);
- Ensuring staff, pupils and parents have a good awareness of the school's Allergy and Anaphylaxis Policy, and other related procedures;
- Reviewing the school's stock of spare adrenaline pens and ensuring staff know where they are;
- Keeping a record of any allergic reactions or near-misses, reporting these to the appropriate authority (e.g. under RIDDOR) where necessary and ensuring the circumstances are investigated and learnings shared;
- Regularly reviewing and updating the Allergy and Anaphylaxis Policy; and
- Ensuring there is an anaphylaxis drill once a year (minimum)
- Check procedures and update policy at regular intervals.

First Aid Lead

The school's First Aid Lead is **Luke Adey**, Outdoor Education Teacher, who reports to the Operations Manager and is responsible for:

- Collecting and coordinating the paperwork (including Allergy Action Plans and Individual Healthcare Plans) and information from families (this is likely to involve liaising with the admissions team for new joiners);
- Supporting the Designated Allergy Lead with disseminating this information to all school staff, including the catering team, occasional staff and those running clubs/trips.
- Ensuring the information from families is up-to-date, and reviewed annually (minimum) Coordinating medication with families and ensuring medication is in date. Whilst it's the responsibility of parents/carers to ensure medication is up to date, the First Aid Lead also has systems in place to check this and notify the parents/carers when they see the expiry dates are approaching in respect of medicines held by the school;
- Keeping an adrenaline pen register to include adrenaline pens prescribed to pupils and the school's stock of spare adrenaline pens, including brand, dose and expiry date. The location of spare adrenaline pens should also be documented;
- Regularly checking spare adrenaline pens are where they should be, and that they are in date;
- Replacing the spare adrenaline pens when necessary;
- Providing on-site adrenaline pen training for staff and pupils and refresher training as required e.g. before school trips;
- Ensuring that the allergies display board is maintained and updated in the kitchen
- Add any other responsibilities delegated by Designated Allergy Lead.

Admissions Team

People responsible for managing admissions (SEND Team and Operations Team) are likely to be the first to learn of a pupil or visitor's allergy. They should work with the Designated Allergy Lead and school nursing team/medical lead to ensure that:

- There is a clear method to capture allergy information or special dietary information at the earliest opportunity. This should be in place before a school visit, an Open Day or Taster Days if food is offered or likely to be eaten;
- There is a clear structure in place to communicate this information to the relevant parties (i.e. Designated Allergies Lead, First Aiders, Catering Team, Tutors, SLT);
- Parents and applicants are informed of catering arrangements during admission events;
- Plans are made for emergency medication if the child is to be left without parental supervision.

SENDCo

The school's SENDCo is **Caroline Kolek**, Assistant Headteacher, who reports to the Headteacher and Designated Allergies Lead with regards to pupils with allergies. The SENDCo is responsible for:

- Identifying pupil's medical needs, alongside families and health professionals.
- Identifying whether a pupil's allergy creates a barrier to learning or participation.

- Coordinating support if the allergy is part of a wider special educational need or disability, or if it significantly impacts school life.
- Working closely with parents, healthcare professionals, and teachers to ensure appropriate adjustments are in place.
- Helping ensure reasonable adjustments are made under the Equality Act 2010 where appropriate.
- Contributing to or coordinating the educational aspects of an Individual Healthcare Plan (IHP) where the pupil also has SEND.
- Ensuring staff understand how the allergy may affect the pupil's participation in activities, trips, practical lessons, or examinations.
- Liaising with the school's Designated Allergies Lead and Designated Safeguarding Lead on allergies management for pupils.

Staff

All school staff, including teaching staff, support staff, occasional staff, contracted staff, are responsible for:

- Championing and practising allergy awareness across the school;
- Reading, understanding and putting into practice the Allergy and Anaphylaxis Policy and related procedures, and asking for support if needed;
- Being aware of pupils (and staff, when necessary) with allergies and what they are allergic to;
- Considering the risk to pupils with allergies posed by any activities and assessing whether the use of any allergen in activity is necessary and/or appropriate;
- Ensuring pupils always have access to their medication or carrying it on their behalf (if required)
- Being able to recognise and respond to an allergic reaction, including anaphylaxis, after appropriate training;
- Taking part in training and anaphylaxis drills as required (at least once a year). Whilst it is the school's responsibility to ensure staff have received annual training, if the member of staff is aware they have not received any allergy training in the last 12 months they should alert a manager;
- Considering the safety, inclusion and wellbeing of pupils with allergies at all times. Preventing and responding to allergy-related bullying, in line with the school's anti-bullying policy;
- Forwarding any communication or information that comes directly to them from parents regarding allergens to the Operations Team and SENDCo;
- Ensuring that pupils have their medication and their Allergy Action Plan or Individual Health Care Plan with them when leaving school site, for a match or trip.

Parents and Carers

All parents and carers (whether their child has an allergy or not) are responsible for:

- Being aware of and understanding the school's Allergy and Anaphylaxis Policy and considering the safety and wellbeing of pupils with allergies;
- Providing the school's SENDCo with information about their child's medical needs, including dietary requirements and allergies, history of their allergy, any previous allergic reactions or anaphylaxis. They should also inform the school of any related conditions, for example asthma, hay fever, rhinitis or eczema;
- Considering and adhering to any food restrictions or guidance the school has in place when providing food, for example in packed lunches, as snacks or for fundraising events;
- Refraining from telling the school their child has an allergy or intolerance if this is a preference or dietary choice;
- Encouraging their child to be allergy aware. We prefer children, parents and visitors not to bring nuts into school.

Pupils

All pupils at the school should:

- Be allergy aware.
- Understand the risks allergens might pose to their peers and respect measures to support them.
- Not bring food containing nuts into school, including off-site trips.
- Learn how they can support their peers and be alert to allergy-related bullying.
- As part of their education, older pupils will learn how to recognise an allergic reaction and support their peers and staff in case of an emergency. This includes mental health challenges associated with chronic conditions.
- Pupils must not tease, bully or intentionally expose another pupil to an allergen. This will be treated very seriously.

Pupils with allergies

Pupils with allergies are responsible for:

- Knowing what their allergies are and how to mitigate personal risk (this will depend on age and capability)
- Avoiding their allergen as best as they can.
- Understanding the importance of following the school specific processes of lunch and snack services and how that mitigates risk.
- Understanding that they should notify a member of staff if they are not feeling well, or suspect they might be having an allergic reaction.
- Always having access to two adrenaline auto-injectors with them, if age and capability appropriate. They must only use them for their intended purpose.
- Understanding how and when to use their adrenaline auto-injector.
- Talking to the Designated Allergy Lead or a member of staff if they are concerned by any school processes or systems related to their allergy.

- Raising concerns with a member of staff if they experience any inappropriate behaviour in relation to their allergies.
- Pupils should know what to do if they have an allergic reaction off school premises. This should include how to treat themselves and raise the alarm to get help.
- If age and capability appropriate, ensuring they have their medication with them on the journey to and from school.

Parents of children with allergies

Parents and carers of children with allergies should:

- Work with the school to complete a health plan / update Individual Support Plan and provide an accompanying Allergy Action Plan provided by medical professionals;
- If applicable, provide the school or their child with two labelled adrenaline pens and any other medication, for example antihistamine (with a dispenser, ie. spoon or syringe), inhalers or creams;
- Ensure medication is in-date and replaced at the appropriate time (before they expire);
- Ensure their child has access to their allergy medication, including two adrenaline pens if prescribed, on the journey to and from school;
- Update school with any changes to their child's condition and ensure the relevant paperwork is updated too;
- Provide the school with an up-to-date photograph of their child and sign the associated permission for it to be shared appropriately as part of their allergy management; and
- Support their child to understand their allergy diagnosis and to advocate for themselves and to take reasonable steps to reduce the risk of an allergic reaction occurring eg. not eating the food to which they are allergic.
- Failure to cooperate or communicate with the school about their child's allergies may require further assessment and review by the school's Safeguarding Team. Collaboration is key to ensuring that our children and young people receive the right support and care.

Governance

There is no statutory requirement to have an allergies, Governor. Oversight sits collectively across our Governing body and Trust. The Operations Manager and Headteacher are held to account by our Governing Body and the Special Partnership Trust in respect of managing allergies at Brunel School.

Health and Safety Partner

The Health, Safety and Wellbeing Services Team, Cornwall Council, are responsible for reviewing logs raised via the school's incident reporting system, AssessNet. They will escalate if required (i.e. RIDDOR) and provide advice and guidance.

The Health and Safety team can be contacted on hands@cornwall.gov.uk - 01872 324224

Information and Documentation

Register of pupils with an allergy

The school has a register of pupils who have a diagnosed allergy, stored via the school's MIS system. This includes children who have a history of anaphylaxis or have been prescribed adrenaline pens, as well as pupils with an allergy where no adrenaline pens have been prescribed.

Individual Healthcare Plans

Each pupil with an allergy has an Individual Healthcare Plan (which may be part of the pupil's Individual Support Plan). The information on this plan includes:

- Known allergens and risk factors for allergic reactions;
- A history of their allergic reactions;
- Detail of the medication the pupil has been prescribed including dose, this should include adrenaline pens, antihistamine etc;
- Confirmation of parental consent to administer medication, including the use of spare adrenaline pens in case of suspected anaphylaxis;
- A photograph of the pupil;
- A copy of their Allergy Action Plan (if they have been given one by medical professionals).
- Brunel School recognises that although it's helpful when healthcare has been consulted and can provide advice and guidance, a formal diagnosis is not required and if parents/carers believe their child may have an allergy, we will apply our allergies policy/procedures and update their Individual Support Plan accordingly

Assessing Risk

Allergens can crop up in unexpected places. Staff, including contracted staff, will consider allergies in all activity planning and include it in risk assessments. Some examples include:

- Classroom activities, for example craft using food packaging, science experiments where allergens are present, food lessons or cooking;
- Bringing animals into the school or hatching chick eggs can pose a risk;
- Running activities or clubs where they might hand out snacks or food "treats". Ensure safe food is provided or consider an alternative non-food treat for all pupils;
- Outdoor Education trips. Consider the venue and activity.
- Planning special events, such as cultural days and celebrations.

Inclusion of pupils with allergies must be considered alongside safety and they should not be excluded. If necessary, adapt the activity. The School will ensure compliance with the Equality Act 2010.

Food and Drink in School

Breakfast, Break and Lunch Times

The school is committed to providing a safe meal for all students, staff and visitors, including those with food allergies. We achieve this by ensuring the following measures are in place:

- Due diligence is carried out when appointing catering staff to ensure competency in relation to allergy management.
- All catering staff and other staff preparing food will receive relevant and appropriate allergen awareness training.
- Catering staff are trained to a minimum of level 2 food hygiene.
- Anyone preparing food for those with allergies will follow good hygiene practices, food safety and allergen management procedures.
- The catering team will endeavour to get to know the pupils with allergies and what their allergies are, supported by school staff.
- The catering team will endeavour to provide varied meal options to students and staff with allergies.
- Food containing the main 14 allergens (see Allergens definition) will be clearly detailed on our lunch menu, displayed on our website and on a poster in the hall. Other ingredient information will be available on request.
- Pre-packaged food will comply with PPDS legislation (Natasha's Law) requiring the allergen information to be displayed on the packaging.
- If there is an unavoidable risk of cross-contact that cannot be eliminated through good food safety practices, packaged food will be labelled 'may contain...'
- Where changes are made to the ingredients this will be communicated to pupils with dietary needs by the Operations Team when updated by the Catering Team;
- Nuts are not used as an ingredient in school lunches, break time snacks, and educational cooking classes. However, this must not be relied upon and people with allergies must always check.
- Snacks given to children, for example tuck shop, will be inclusive and alternative options will be available to children with allergies.
- Although we recognise that the majority of allergic reactions happen outside of the lunch hall, we will ensure that a First Aider is on duty at lunch time to identify signs and symptoms of an allergic reaction/anaphylaxis. The Senior Leadership Team are always on duty in the hall at lunch times.
- Pupils and their families are welcome to have a tour of the kitchen and meet our Catering Team. To arrange this, please speak with a member of our reception team.
- Where food is procured from external suppliers, preference will be given to suppliers able to provide clear allergen information and demonstrate effective allergen management.

Identification Methods:

Whilst pupils, particularly older pupils, have a responsibility to prevent the contact or consumption of a food or drink that they are allergic to, the school has robust procedures in place to identify pupils with food allergies. Our identification methods are as follows:

1. Our small class sizes and higher ratio of staff to pupils mean that staff are able to visually identify a pupil with an allergy at break and lunch time and liaise with the Catering Team when necessary to confirm the identification of pupils.
2. All staff, including the Catering Team, have access to the school's Management Information System for pupil photos and a link to the pupil medical conditions register.

3. The Catering Team have an allergies display board in the kitchen that details the allergies of staff, pupils and regular visitors, including a photo for identification purposes. This should always be updated BEFORE a new pupil or staff member's first day at Brunel School. It is the responsibility of the First Aid Lead, supported by the Operations Manager, to ensure this allergies board is updated and regularly reviewed.
4. The Catering Team have a live link to access the updated staff allergies list.

Food Brought into School

Staff must not bring food into school for pupils unless explicitly agreed by the Designated Allergies Lead/Senior Leadership Team.

Pupils bringing food to school for their break/lunch, will be considerate of allergies around their peers. Nuts, or food containing nuts, should not be brought into school.

Brunel School discourages pupils from bringing in food to give to their peers.

Food Bans or Restrictions

Banning certain foods is often difficult to enforce and can lead to a sense of complacency or give a false sense of security. It is also important to avoid giving the impression that one allergen is more dangerous than others. Instead, we remind everyone to be 'allergy aware' and to remain vigilant.

Brunel School is an 'Allergen Aware' school and we encourage a considered approach to bringing in food.

We try to restrict peanuts and tree nuts as much as possible on site and at school trips

Common foods that contain these ingredients include: packaged nuts, cereal bars, chocolate bars, nut butters, chocolate spread, sauces.

Food Hygiene for Pupils

- Pupils are encouraged to wash their hands before and after eating.
- Sharing, swapping or throwing food is not allowed.
- Water bottles and packed lunches should be clearly labelled.

Food Technology

The school is committed to applying the principles of Benedict's Law within Food Technology lessons to help protect pupils with food allergies and reduce the risk of allergic reactions.

Food Technology staff will:

- Plan practical activities to identify and manage allergen risks before lessons take place.
- Ensure pupils and parents/carers are informed in advance of ingredients and allergens used in practical sessions where appropriate.
- Clearly identify ingredients containing allergens and provide accurate allergen information for all recipes and food products used. Discuss with all pupils at the beginning of a lesson.

- Implement measures to minimise the risk of allergen cross-contact through good hygiene, effective cleaning, appropriate storage, and the use of separate equipment where reasonably practicable.
- Make reasonable adjustments to enable pupils with food allergies to participate safely in practical activities wherever possible.
- Ensure staff are aware of pupils' allergy management plans and know how to recognise and respond to an allergic reaction, including the emergency administration of adrenaline where appropriate.
- Review Food Technology procedures regularly to ensure they reflect current legislation, national guidance and best practice in allergy management

Outdoor Education and School Trips

The following measures are in place for all educational visits and off-site activities:

- Any off-site trip will be planned in advance. If the trip is outside of our locality map, it will be logged on Evolve, including risk assessments that include allergy management, and must be approved by our Headteacher.
- Pupil's Individual Support Plans will always be reviewed when planning off-site activities and this will inform activity risk assessments, including the safe storage and handling of medications.
- Pupil voice and Parent voice will always be taken into account when planning off-site activities.
- Staff leading the trip will have a register of pupils with allergies and details of their medication. Staff should notify the trip leader of any allergies;
- Allergies will be considered on the risk assessment and catering provision put in place;
- Parents, and pupils where appropriate, may be consulted if considered necessary, or if the trip requires an overnight stay;
- Staff (and some pupils, if appropriate) accompanying the trip will be trained to recognise and respond to an allergic reaction. A first aider will always be present of off-site trips;
- Allergens will be clearly labelled on catered packed lunches. All ingredients containing one or more of the UK major allergens will be clearly identified. Where a pupil or member of staff has a medically confirmed allergy to an allergen that is not one of the UK major 14 allergens, this will be recorded on the catering allergen register and communicated to the catering team before meals are prepared. Individual meals will be prepared in accordance with the person's documented dietary requirements, clearly labelled with the individual's name and the allergen(s) to be avoided, and handled using agreed procedures to minimise the risk of cross-contact. The catering team will verify that the meal is suitable before it is issued, and school staff will ensure it is given only to the intended recipient. If attending another school, details of their dietary requirements will be sent ahead to ensure they have a safe meal;
- Pupils should be encouraged not to share food and wash their hands, and tables must be cleaned before and after use when off-site.
- See Adrenaline Pens for Off-site Activities section.

Events and Visitors:

When planning school events, including celebrations, fundraising activities, educational visits, performances, sports events and other activities involving food, the school will apply the principles of Benedict's Law by considering allergen risks at the earliest stage of planning. An appropriate allergen risk assessment will be undertaken, food providers and external organisations will be required to provide accurate allergen information, and reasonable adjustments will be made to enable pupils, staff and visitors with food allergies to participate safely. Visitors attending events are encouraged to inform the school in advance of any food allergies or other medically diagnosed allergies so that reasonable steps can be taken to support their safety. Wherever food is provided or consumed, measures will be implemented to minimise the risk of allergen cross-contact, emergency medication will remain readily accessible, and relevant staff will be informed of those at risk of an allergic reaction. The school recognises that it cannot guarantee an allergen-free environment but will take all reasonable steps to reduce foreseeable risks and ensure effective emergency preparedness.

External providers and contractors working on behalf of the school are expected to comply with the school's allergy procedures.

Wider School Considerations:

- All curriculum leaders are responsible for considering allergy risks during curriculum planning to ensure activities remain inclusive and safe.
- Food packaging must be thoroughly cleaned before using materials for arts and crafts projects to reduce the risk of cross-contamination.
- Sharing of equipment should be reduced where possible. This includes resources such as laptops.
- Devices such as laptops must be cleaned in between use.
- Food alternatives for science experiments will be considered to reduce the risk of pupils (and staff) coming into contact with allergens. Examples include using salt dough instead of wheat-based dough, water or oat milk instead of cow's milk, synthetic food models in place of allergenic foods, or alternative materials that achieve the same learning outcome while reducing the risk of allergen exposure. Where a safe alternative is not available, the activity will be adapted or an alternative learning activity provided following an appropriate risk assessment.
- Allergies should be considered on all school-based risk assessments.
- Sometimes, we may give food away to our local community, such as at Christmas time. In line with Natasha's Law, allergens must be written in bold on the label.
- Food-based products used for education, enrichment or sensory play, such as play dough must be considered. Always use food alternatives.
- Brunel School maintains strong communication with external agencies and Alternative Provisions to ensure joined up approaches and individualised support for pupils and sharing of medical conditions where appropriate.

Asthma:

- It is vital that pupils with allergies keep their asthma well controlled, because asthma can exacerbate allergic reactions.
- The school has emergency Salbutamol (blue inhaler) which can be found in the First Aid room.
- Parents and Carers should provide the school with an inhaler when applicable so that this can be administered at school if needed. Pupils should always be encouraged to administer their own medication.

Insect Stings, Bites and Allergic Rhinitis:

Those with a known insect venom allergy should:

- Avoid walking around in bare feet or sandals when outside and when possible, keep arms and legs covered;
- Avoid wearing strong perfumes or cosmetics;
- Keep food and drink covered.

The school's Premises Team will monitor the grounds for wasp or bee nests. Pupils (with or without allergies) should notify a member of staff if they find a wasp or bee nest in the school grounds and avoid them.

Hay fever is listed as an allergy on a child's medical notes in school and ISP. Precautions are taken to support hay fever sufferers including reviewing outdoor educational trips in times of high pollen count and keeping windows and doors closed during times of high pollen (where practical). Parents are encouraged to send in some antihistamine tablets if this helps to reduce their child's hay fever symptoms. Children, staff and visitors are encouraged to wash their hands after participating in outdoor activities to remove pollen.

Animals and our School Therapy Dog:

It's normally the dander (flakes of skin) saliva or urine that causes a person with an animal allergy to react.

Precautions to limit the risk of an allergic reaction include:

- A pupil with a known animal allergy should avoid the animal to which they are allergic;
- If an animal comes on site a risk assessment will be carried out prior to the visit;
- Areas visited by animals will be cleaned thoroughly;
- Anyone in contact with an animal will wash their hands after contact;
- School trips that include visits to animals will be carefully risk assessed.

The school has a Therapy Dog called Etta. A full risk assessment has been carried out, and additional measures are in place to reduce the risk of triggering allergies, including:

- Toileting outside the front of the school where children do not regularly access.
- Faeces and urine is cleaned well and washed away where necessary.
- Pupils should wash their hands before and after petting Etta.
- Etta's coat is well maintained to reduce the risk of excessive dander or fur.

- Parents/carers are consulted and encouraged to make the school aware of any concerns.

Inclusion and Mental Health

Brunel School recognises that allergies can have a significant impact on mental health and wellbeing. Pupils may experience anxiety and depression and are more susceptible to bullying.

- No child with allergies should be excluded from taking part in a school activity, whether on the school premises or a school trip.
- We don't exclude pupils to identify their allergies, such as by wearing a red lanyard.
- We don't exclude pupils from lessons; we adapt lessons to meet the needs of our pupils.
- We recognise our duty to make reasonable adjustments to support the child with an allergy's inclusion and equality of opportunity.
- Pupils with allergies may require additional pastoral support including regular check-ins from their Tutor.
- Affected pupils will be given consideration in advance of wider school discussions about allergy and school Allergy Awareness initiatives.
- Bullying related to allergy will be treated in line with the school's anti-bullying policy.
- The School's Designated Allergies Lead is also the School's Senior Mental Health Lead.

Adrenaline Pens

We adhere to the [government guidance on Adrenaline Pens in Schools](#).

Storage of Adrenaline Pens

- Pupils prescribed with adrenaline pens will have easy access to two, in-date pens at all times. Due to the SEND needs of our pupils, it will usually be more appropriate for medication, including adrenaline pens, to be stored in the First Aid room, where other controlled medications and emergency medications are stored.
- There is suitable signposting on the door of the First Aid room for easy access to EpiPens in the event of an emergency.
- Adrenaline pens are never locked away; they will be in an unlocked drawer in the First Aid room. All staff must be aware of these arrangements.
- Adrenaline pens should be stored at moderate temperatures (see manufacturer's guidelines), not in direct sunlight or above a heat source (for example a radiator)
- Spot checks will be made by the school's First Aid Lead to ensure adrenaline pens are where they should be and in date;
- Used or out of date pens will be disposed of as sharps.

Spare Adrenaline Pens

- This school has 4 spare adrenaline pens in the First Aid room to be used in accordance with government guidance.
- The brand of these adrenaline pens is 'EpiPen' and they are all the adult dose (0.3mg). This is because Junior EpiPens are usually only recommended for children who weigh less than 25-30kg. Pupils start at our school from age 11 and the average weight of an 11-year-

old in the UK well exceeds this weight (<https://www.onaverage.co.uk/body-averages/average-child-weight>)

- School Trip Leads are responsible for deciding how many spare pens are required when arranging off-site activities. If unsure, staff involved in the planning of the trip must check with the Designated Allergies Lead and First Aid Lead. EpiPens should be taken in pairs when possible as the chance that another dose is needed after the first dose is high.
- Spare adrenaline pens can be obtained at low cost from a local pharmacy.
- Distribution around the site and clear signage.

Adrenaline Pens on Off-site Activities

- No child with a prescribed adrenaline pen will be able to go on a school trip without two of their own devices. It is the trip leader's responsibility to check they have them;
- Adrenaline pens will be kept close to the pupils at all times e.g. not stored in the hold of the coach when travelling or left in changing rooms;
- Adrenaline pens will be protected from extreme temperatures;
- Staff accompanying the pupils will be aware of pupils with allergies and be trained to recognise and respond to an allergic reaction;
- Regardless of whether a child on a trip has an allergy, an adrenaline pen will always be taken on an off-site trip as a precaution, preferably in pairs when possible.

Responding to an Allergic Reaction

See appendices on recognising and responding to an allergic reaction / anaphylaxis.

If someone has an allergic reaction:

- Consider their symptoms (see appendix 1)
- If anaphylaxis is suspected, radio 'Code Green Plus' straight away in line with the school's First Aid procedures.
- Treat the patient in accordance with their Allergy Action Plan if they have one.
- Get an adrenaline pen without delay but don't leave the patient alone. Any staff member can do this; staff do not need to wait for a first aider to get an adrenaline pen, or for a first aider to administer it. An adrenaline pen must be at the scene/with the patient within a maximum of 5 minutes. As a small school, this time is likely to be even shorter.
- If the person has a prescribed adrenaline pen on site, this should be used first.
- Expired EpiPens can be used in an emergency, although precautions are taken to avoid storing expired EpiPens and their prompt replacement when they do expire.
- Treat the patient where they are. Lie them down with their legs raised and bring medication to them.
- Pupils and staff can administer the adrenaline pen themselves (if able to) or a member of staff can administer the pen. Remember: 'blue to the sky, orange to the thigh' (upper outer quadrant) Hold the pen with a fist without covering the top with your finger or thumb. The pen can be administered through clothes but make sure items in pockets are removed. Ideally the member of staff administering the adrenaline will be trained, but in an emergency, anyone can administer adrenaline.

- If the patient's own adrenaline pen is not available or misfires, then use a spare adrenaline pen. We recognise that the Medicines and Healthcare products Regulatory Agency (MHRA) says that in exceptional circumstances, a spare adrenaline pen can be administered to anyone for the purposes of saving their life.
- Whilst someone is administering the medication, someone else should be going to get a spare.
- Call 999 and explain anaphylaxis is suspected. Follow instructions from the operator.
- Inform the Operations Team and SLT that an ambulance will be arriving on site (see emergency services on-site procedure document, part of our Emergency Management Plan)
- If, after 5 minutes, there is no improvement, use a second adrenaline pen and call the emergency services again and inform them that a second dose of adrenaline has been given. A third shot would not usually be administered unless told to do so by 999 controllers.
- Do not move the patient until a medical professional/ paramedic has arrived, even if they are feeling better.
- Anyone who has had suspected anaphylaxis and received adrenaline must go to hospital, even if they appear to have recovered. A member of staff should accompany them in an ambulance until a parent or guardian arrives.

Training

The school is committed to training all staff annually to give them a good understanding of allergies. This includes:

- Understanding what an allergy is.
- How to reduce the risk of an allergic reaction occurring.
- How to recognise and treat an allergic reaction, including anaphylaxis. Training with a test pen is provided.
- How the school manages allergies, for example Emergency Response Plan, documentation, communication etc.
- Identification of pupils and staff with allergies.
- Where adrenaline pens are kept (both prescribed pens and spare pens) and how to access them.
- The importance of inclusion of pupils with food allergies, the impact of allergy on mental health and wellbeing and the risk of allergy related bullying.
- Understanding food labelling.
- Taking part in an anaphylaxis drill. The school will carry out an anaphylaxis drill once a year (minimum). An exercise simulating an event where a pupil or member of staff has an allergic reaction and testing the whole school response. This will include practicing with a test EpiPen (test pens are stored away from live pens)

All new staff, including contracted staff, will be required to read this policy and our allergies risk assessment at the point of joining our school.

Reporting Allergic Reactions

- The Lead First Aider/staff member must log allergic reaction incidents and near-misses using the school's usual health and safety reporting procedures.
- The system used to report such incidents is called Every.
- These reports will be escalated to the Operations Manager/H&S Lead who will escalate to our H&S team at Cornwall Council using AssessNet if necessary.
- Incidents and near missed are investigated by the Operations Manager/H&S Lead using AssessNet and a debrief will be carried out with staff involved to share lessons learned.
- Following every allergic reaction or near miss, the school will carry out a structured review to identify learning, update risk assessments where necessary and implement any improvements identified.
- The Headteacher and Operations Manager will always seek advice from our H&S Team and the Special Partnership Trust when needed.



Appendix 1: MANAGING ALLERGIC REACTIONS

ALLERGIC REACTIONS VARY

Allergic reactions are unpredictable and can be affected by factors such as illness or hormonal fluctuations.

You cannot assume someone will react the same way twice, even to the same allergen. Reactions are not always linear. They don't always progress from mild to moderate to more serious; sometimes they are life-threatening within minutes.

MILD TO MODERATE ALLERGIC REACTIONS

Symptoms include:

- Swollen lips, face or eyes
- Itchy or tingling mouth
- Hives or itchy rash on skin
- Abdominal pain
- Vomiting
- Change in behaviour

Response:

- Stay with pupil
- Call for help
- Locate adrenaline pens
- Give antihistamine
- Make a note of the time
- Phone parent or guardian
- Continue to monitor the pupil

SERIOUS ALLERGIC REACTIONS / ANAPHYLAXIS

The most serious type of reaction is called **ANAPHYLAXIS**. Anaphylaxis is uncommon, and children experiencing it almost always fully recover.

In rare cases, anaphylaxis can be fatal. It should always be treated as a time-critical medical emergency.

Anaphylaxis usually occurs within 20 minutes of eating a food but can begin 2-3 hours later. People who have never had an allergic reaction before, or who have only had mild to moderate allergic reactions previously, can experience anaphylaxis.



Appendix 2: RESPONDING TO ANAPHYLAXIS

SYMPTOMS OF ANAPHYLAXIS

A – Airway

- Persistent cough
- Hoarse voice
- Difficulty swallowing
- Swollen Tongue

B – Breathing

- Difficult or noisy breathing
- Wheeze or cough

C - Circulation

- Persistent dizziness
- Pale or floppy
- Sleepy
- Collapse or unconscious

IF YOU SUSPECT ANAPHYLAXIS, GIVE ADRENALINE FIRST BEFORE YOU DO ANYTHING ELSE.

DELIVERING ADRENALINE

1. Take the medication to the patient, rather than moving them.
2. The patient should be lying down with legs raised. If they are having trouble breathing, they can sit with legs outstretched.
3. It is not necessary to remove clothing but make sure you're not injecting into thick seams, buttons, zips or even a mobile phone in a pocket.
4. Inject adrenaline into the upper outer thigh according to the manufacturer's instructions.
5. Make a note of the time you gave the first dose and call 999 (or get someone else to do this while you give adrenaline). Tell them you have given adrenaline for anaphylaxis.
6. Stay with the patient and do not let them get up or move, even if they are feeling better (this can cause cardiac arrest).
7. Call the pupil's emergency contact.
8. If their condition has not improved or symptoms have got worse, give a second dose of adrenaline after 5 minutes, using a second device. Call 999 again and tell them you have given a second dose and to check that help is on the way.
9. Start CPR if necessary.
10. Hand over used devices to paramedics and remember to get replacements.

For more information see the Government's [Guidance for the use of adrenaline auto-injectors in schools](#).