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Venn Boulevard Centre

Allergy and Anaphylaxis Policy

1	Summary	Allergy and anaphylaxis policy	
2	Responsible person	Sarah Sargieson	
3	Accountable SLT member	Tom Atkinson	
4	Applies to	☒All staff ☐Support staff ☐Teaching staff	
5	Who has overseen development of this policy	Laura Carr	
6	Who has been consulted and recommended policy for approval		
7	Approved by and date implementation date		
8	Version number	1	
9	Available on	Trust website Academy website SharePoint	☐Y ☐N ☒Y ☐N ☒Y ☐N
10	Related documents (if applicable)		
11	Disseminated to	☒Trustees/governors ☒All staff ☐Support staff ☐Teaching staff	
12	Consulted with recognised trade unions	☐Y ☒N	

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1. Introduction

Venn Boulevard Centre is committed to providing a safe, inclusive and supportive environment for all pupils, staff and visitors with allergies and at risk of anaphylaxis.

Venn Boulevard Centre recognises that allergies can be life-threatening and that anaphylaxis is a medical emergency requiring immediate action.

Venn Boulevard Centre will:

- Promote a whole-school approach to allergy awareness and management.
- Minimise exposure to allergens where reasonably practicable.

- Ensure prompt recognition and treatment of allergic reactions.
- Maintain robust procedures for prevention, response, recording and review.
- Meet statutory duties under:

The Children and Families Act 2014

- Supporting Pupils at School with Medical Conditions guidance
- Equality Act 2010
- Health and Safety at Work legislation
- Benedict's Law requirements and associated statutory allergy guidance.

2. Scope of the policy

This policy applies to:

- All pupils
- Teaching staff
- Support staff
- Volunteers
- Contractors
- Catering staff
- After-school clubs
- School transport providers
- Educational visits and residential trips
- Visitors to the school
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3. Definitions

Allergy
An immune system reaction to a normally harmless substance.

Allergic Reaction
A reaction ranging from mild symptoms to severe life-threatening symptoms.

Anaphylaxis
A severe, rapidly developing allergic reaction that may be fatal without prompt treatment.
AAI (Adrenaline Auto-Injector)
Emergency medication used to treat anaphylaxis.
Examples include:

- EpiPen
- Jext
- Emerade (where available)
- EURneffy nasal adrenaline spray (where prescribed and authorised)

4. Roles and Responsibilities

Principal
The Headteacher shall:

- Ensure implementation of this policy.
- Appoint an Allergy Lead.
- Ensure staff training is completed annually.
- Ensure emergency medication is available and maintained.

Allergy Lead
The Allergy Lead shall:

- Maintain the allergy register.
- Coordinate Individual Healthcare Plans (IHPs).
- Monitor training compliance.
- Conduct allergy risk assessments.
- Review incidents and lessons learned.
- Liaise with families and healthcare professionals.

Staff
All staff shall:

- Complete mandatory allergy awareness training annually.
- Understand signs of allergic reactions.
- Know emergency procedures.
- Be familiar with pupils' Individual Healthcare Plans.
- Report concerns and incidents promptly.

Annual allergy training for all staff is a core expectation under the new guidance.

5. Identification of pupils with allergies

Venn Boulevard Centre will maintain an up-to-date Allergy Register containing:

- Pupil name
- Photograph
- Allergens
- Severity of allergy
- Medication details
- Location of prescribed AAIs
- Emergency contacts

Information will be updated:

- At admission
- Annually
- Following any change in medical condition

6. Individual health care plan (IHCP)

Every pupil at risk of anaphylaxis shall have an Individual Healthcare Plan.
The IHCP shall include:

- Confirmed allergens
- Symptoms of reaction

- Medication requirements
- Emergency response procedures
- Location of medication
- Contact details
- Trip and activity considerations

Plans will be reviewed:

- Annually
- Following any allergic reaction
- Following medical updates

Individual care plans are a central component of Benedict's Law expectations.

7. Risk reduction measures

Venn Boulevard Centre adopts an allergen-aware approach rather than claiming to be allergen-free.
Measures may include:

Food Management

- Clear communication with catering providers.
- Ingredient and allergen information available.
- Robust food preparation controls.
- Cross-contamination controls.
- Safe storage of allergen-free meals.

Classroom Activities

Risk assessments for:

- Cooking activities
- Science experiments
- Art materials
- Sensory play
- Animal handling

Special Events

Risk assessments for:

- Bake sales
- Fundraising events
- Cultural celebrations

Visitors and Contractors

Visitors providing food or activities must comply with allergy safety requirements.

8. Medication

Prescribed Medication

Parents/carers must provide:

- In-date prescribed AAIs

- Medication identified with pupil name
- Updated action plans

School Emergency AAIs

The school will maintain spare in-date AAIs in accordance with current guidance.
Spare AAIs:

- Will be stored securely but accessible.
- Will be available during educational visits where appropriate.
- May be used in accordance with legislation and training.

The new guidance expects schools to hold spare AAIs on site.

9. Storage of Medication

Medication shall:

- Be readily accessible.
- Not be locked away during school hours.
- Be protected from extreme temperatures.
- Accompany pupils on trips and sporting activities.

Emergency medication locations shall be known to all staff

10. Recognition of allergic reactions

Mild to Moderate Symptoms

May include:

- Itching
- Rash
- Hives
- Swelling of lips
- Abdominal pain
- Nausea

Severe Symptoms (Anaphylaxis)

May include:

- Difficulty breathing
- Wheezing
- Persistent cough
- Swollen tongue
- Difficulty swallowing
- Hoarse voice
- Dizziness
- Collapse
- Loss of consciousness

11. Emergency response procedure

Suspected Anaphylaxis

- Administer adrenaline immediately.
- Call 999.
- State:
    - "Anaphylaxis"
    - Child's age
    - School address
- Send staff member to direct ambulance.
- Contact parents/carers.
- Monitor airway, breathing and circulation.
- Administer second dose if required according to medical guidance and action plan.
- Accompany pupil to hospital if parent not present.

Important Principle

If in doubt, administer adrenaline.

Delay in adrenaline administration increases risk. This was a significant finding highlighted following the inquest into Benedict Blythe's death.

12. Educational visits and off-site activities

No pupil will be excluded from educational visits solely because of allergy.

Risk assessments shall address:

- Food arrangements
- Medication access
- Emergency services
- Staff training
- Travel arrangements

At least one trained adult shall be responsible for allergy management on every visit.

13. Training

All staff shall receive annual allergy training covering:

- Allergy awareness
- Recognition of allergic reactions
- Recognition of anaphylaxis
- Administration of AAIs
- Emergency procedures
- Prevention strategies
- Individual Healthcare Plans

Additional practical training shall be provided for designated staff.

Annual whole-staff training is expected under Benedict's Law.

14. Communication

The school will communicate appropriately with:

- Parents/carers
- Staff
- Catering providers
- Transport providers
- External activity providers

Information sharing shall comply with UK GDPR and safeguarding requirements.

15. Incident Reporting

All allergy incidents, including near misses, shall be recorded.

Reports shall include:

- Date and time
- Circumstances
- Response actions
- Outcome
- Lessons learned

16. Monitoring and Audit

The school will conduct an annual allergy audit covering:

- Staff training completion
- Medication checks
- Healthcare Plan reviews
- Incident trends
- Compliance with this policy