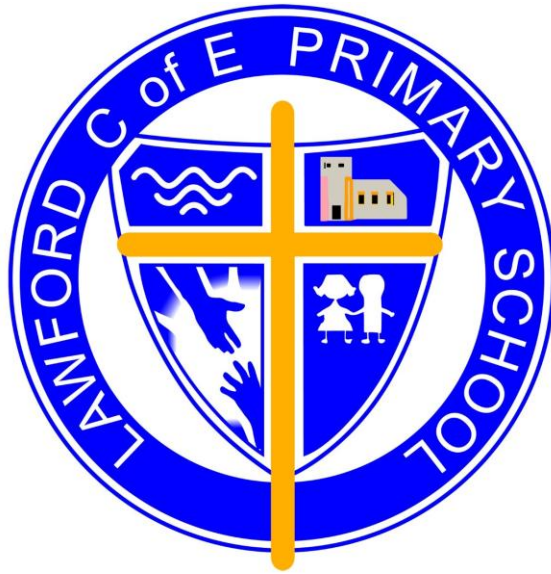




Lawford CE Primary School
Allergy Awareness and Anaphylaxis Policy

Approved by FGB – 7th July 2026

Annual review

1. Purpose

This policy has been created as a result of the introduction of Benedict's Law and the DfE Guidance on allergy awareness in schools ¹. It establishes procedures to safeguard pupils with allergies and anaphylaxis and support inclusion.

2. Roles and Responsibilities

Governors monitor compliance. Headteacher implements the policy. Parents provide action plans and medication. Staff complete annual training and respond to emergencies.

3. Identification of Pupils

An allergy register will be maintained and shared with relevant staff by recording the details in the medical section of 'BROMCOM' and on 'Medical Tracker'. The allergies are recorded on BROMCOM by the school secretary and they will notify class teachers. The children will wear lanyards at lunchtime for ready identification in line with the catering company procedures. Care plans will be shared with the class teachers. All staff are to be mindful of allergies when planning activities in order to mitigate any anxieties in those who have allergies. Incidents of bullying linked to allergies will be dealt with in line with our anti-bullying policy.

4. Identification of visitors

Office staff as part of sign in procedures are to ask visitors if they have any allergies we should be aware of and whether they have any AAI with them in case of emergency.

5. Identification of staff

Staff are to advise the school of any allergies as part of their induction process or as a result of any significant change. The school office will update this information and make all staff aware - including by updating the photo display in the staffroom.

6. Allergy Action Plans

Every pupil at risk of anaphylaxis will have an up-to-date BSACI Allergy Action Plan provided by the family to the school from their linked medical professional. These should be reviewed at least annually or as a result of significant change.

7. Emergency Procedures

Recognise airway, breathing and circulation symptoms and signs of anaphylaxis. Administer adrenaline immediately (located in the school office/ or with the child where they are prescribed their own), call 999, contact parents and transfer to hospital. The breakdown is as follows:

¹ <https://www.gov.uk/government/publications/allergy-safety-in-schools>

- **Airway (A):** swelling in the throat, tongue or upper airways (tightening of the throat, hoarse voice, difficulty swallowing)
- **Breathing (B):** sudden onset wheezing, breathing difficulty, noisy breathing
- **Circulation (C):** dizziness, feeling faint, sudden sleepiness, tiredness, confusion, pale clammy skin, loss of consciousness

8. Medication and Storage

Two AAls should be available where prescribed to an individual – both should be brought into school daily. Medication must be labelled and readily accessible; this could be on the child at all times depending on the care plan provided by the parent.

9. Spare Adrenaline Auto-Injectors

The school will maintain emergency AAls and monitor expiry dates – this is done through Kitt Medical - <https://kittmedical.com/>.

10. Training

Whole staff annual training plus induction training for new staff – this is done through the Kitt medical portal and all training is recorded in the portal visible to the Headteacher.

11. Catering and Food Safety

Catering providers identify allergens, prevent cross contamination (in line with company protocols and current food safety standards) and communicate menu information to the school office who will share allergen aware menus as appropriate.

12. Trips, Visits and Sporting Activities

Trip risk assessments must address allergy risks. Medication accompanies pupils at all times.

13. Inclusion and Anti-Bullying

Allergy-related bullying will be addressed our anti bullying policy and will be recorded on CPOMS.

14. Care Plans

Individual care plans will be completed on admission and after significant changes where the child's allergy has a significant impact on their school life.

15. Monitoring and Review

Incidents and near misses will be reviewed, logged on 'my safety' and reported to governors.