



Review Date
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Allergens and Anaphylaxis Policy

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Allergens and Anaphylaxis School Policy

PURPOSE

The purpose of this policy is to ensure that The Valley School provides a safe environment for all students, staff and visitors with food allergies and those at risk of anaphylaxis. The policy sets out procedures for the identification, management and treatment of allergic reactions, including severe and life-threatening anaphylaxis.

The Valley School recognises its duty of care to minimise risks and to respond effectively in emergency situations. This includes ensuring that staff are trained, that individual healthcare plans are in place, and that appropriate medication is readily accessible.

This policy is written in line with current UK statutory guidance, including the expectations under what is commonly referred to as *Benedict's Law*, requiring schools to have robust allergy management procedures, appropriate staff training, and emergency adrenaline auto-injectors available on site.

SCOPE

This policy applies to all members of the school community, including students, staff, governors, contractors and visitors.

It covers:

- The management of known allergies within the school
- The prevention of exposure to allergens
- Emergency response procedures
- Roles and responsibilities of staff
- Storage and administration of medication

The policy applies across all areas of the school, including classrooms, dining areas, transport, off-site visits, and extracurricular activities.

IDENTIFICATION OF ALLERGY NEEDS

The Valley School will:

- Collect and maintain accurate medical information for all students
- Require parents/carers to provide up-to-date information on allergies and prescribed medication
- Ensure that Individual Healthcare Plans (IHPs) are in place for students at risk of anaphylaxis
- Clearly identify students with allergies to relevant staff while maintaining confidentiality

All allergy information will be recorded and stored securely in line with data protection requirements.

PREVENTION AND RISK MANAGEMENT

The school will take reasonable steps to reduce the risk of allergen exposure by:

- Implementing allergen-aware food preparation and handling procedures
- Clearly labelling food where provided by the school

- Encouraging a culture of awareness and vigilance among students and staff
- Restricting specific high-risk allergens where necessary (e.g. nut-aware practices)
- Ensuring cleaning procedures reduce cross-contamination risks

Staff will not guarantee an allergen-free environment but will take all reasonable precautions.

USE AND STORAGE OF MEDICATION

Students prescribed adrenaline auto-injectors (AAIs) must always have these available.

The school will:

- Maintain securely stored, clearly labelled spare AAIs for emergency use in accordance with legislation
- Ensure medication is accessible (not locked away in a way that delays access)
- Train staff in the correct use of AAIs
- Regularly check expiry dates of medication

EMERGENCY RESPONSE

In the event of an allergic reaction:

- Staff will follow the student's Individual Healthcare Plan where applicable
- If anaphylaxis is suspected:
 - o Administer an adrenaline auto-injector immediately
 - o Call emergency services (999)
 - o Inform the school office and senior leadership
 - o Contact parents/carers
- A second dose of adrenaline will be administered if required, in line with guidance

All incidents will be recorded and reviewed.

ACCESS TO INFORMATION

Relevant staff will have access to essential allergy information on a need-to-know basis, including:

- Student photographs (where appropriate)
- Known allergens
- Emergency procedures

Confidentiality will be maintained in accordance with GDPR and Data Protection Act 2018.

RESPONSIBILITIES

The Headteacher will:

- Ensure this policy is implemented effectively

- Ensure staff receive appropriate training
- Ensure compliance with statutory guidance

Medical Lead will:

- Oversee the implementation of allergy management procedures
- Maintain accurate medical records
- Ensure Individual Healthcare Plans are in place
- Coordinate staff training
- Monitor incidents and review procedures

All staff will:

- Be aware of students with allergies
- Follow prevention and response procedures
- Attend relevant training
- Act promptly in emergencies

Parents/Carers will:

- Provide accurate and up-to-date medical information
- Supply prescribed medication
- Work in partnership with the school

TRAINING

The Valley School will ensure that:

- Staff receive regular allergy awareness training
- Key staff are trained in the use of adrenaline auto-injectors
- Training is refreshed in line with guidance or when needs change

OFF-SITE VISITS

The school will ensure that:

- Allergy risks are assessed for all trips
- Medication is taken and accessible
- Staff accompanying trips are trained and informed

POLICY REVIEW

The Headteacher and Governing Body are responsible for monitoring and reviewing this policy.

This policy will be reviewed annually. It may also be reviewed earlier in response to:

- Changes in legislation or national guidance
- Serious incidents
- Recommendations from external agencies

APPENDIX 1: BENEDICT'S LAW COMPLIANCE CHECKLIST

This checklist supports The Valley School in ensuring full compliance with expectations for allergy management in schools, commonly referred to as *Benedict's Law*. It should be reviewed regularly by the Senior Leadership Team.

1. POLICY AND GOVERNANCE

- The school has a current Allergens and Anaphylaxis Policy in place
 - The policy is reviewed annually
 - The Governing Body is aware of and approves the policy
 - The policy is communicated to staff, parents and carers
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2. IDENTIFICATION OF STUDENTS WITH ALLERGIES

- Up-to-date medical information is collected for all students
 - Students at risk of anaphylaxis are clearly identified
 - Individual Healthcare Plans (IHPs) are in place for all relevant students
 - Healthcare Plans are regularly reviewed and updated
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3. STAFF TRAINING AND AWARENESS

- All staff receive basic allergy awareness training
 - Key staff are trained in recognising and responding to anaphylaxis
 - Staff are trained in the use of adrenaline auto-injectors (AAIs)
 - Training is refreshed regularly and recorded
 - Supply staff are made aware of students with allergies and emergency procedures
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4. MEDICATION MANAGEMENT

- Students have prescribed AAIs available in school
 - Spare AAIs are held by the school in accordance with legislation
 - Medication is easily accessible and not locked away inappropriately
 - Medication is clearly labelled and stored safely
 - Expiry dates are checked regularly and recorded
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5. RISK REDUCTION AND PREVENTION

- Reasonable steps are taken to minimise allergen exposure

- Food is appropriately labelled where provided by the school
 - Staff are aware of cross-contamination risks
 - Cleaning procedures reduce allergen risks
 - Appropriate controls are in place for high-risk allergens (e.g. nut-aware practices where necessary)
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6. EMERGENCY RESPONSE PROCEDURES

- Clear procedures are in place for responding to allergic reactions
 - Staff know when and how to administer an AAI
 - Emergency services are called immediately in cases of anaphylaxis
 - Parents/carers are informed following any incident
 - All incidents are recorded and reviewed
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7. COMMUNICATION

- Relevant staff have access to essential allergy information
 - Systems are in place to share information securely (e.g. medical registers, alerts)
 - Parents/carers are engaged in planning and reviewing support
 - Students are supported to understand their own needs where appropriate
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8. OFF-SITE VISITS AND ACTIVITIES

- Allergy risks are assessed for all trips and visits
 - Medication is taken and accessible during off-site activities
 - Staff on trips are trained and aware of individual needs
 - Emergency procedures are adapted for off-site contexts
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9. MONITORING AND REVIEW

- The school records all allergy-related incidents
 - Incidents are reviewed to identify learning and improvements
 - The policy and procedures are updated following incidents where necessary
 - Compliance with this checklist is reviewed at least annually
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10. OVERALL COMPLIANCE

- The school can demonstrate a proactive approach to allergy management
- Systems are in place to safeguard all students with allergies

- Staff feel confident in responding to allergic reactions
- The school meets statutory and good practice expectations