



ASQUITH PRIMARY SCHOOL

ALLERGY POLICY 25/26

Statement

- This policy is to outline the whole school approach for the care and management of any members of the school community who have a specific allergy. All allergies will be taken seriously and dealt with in a professional and appropriate way.
- This policy applies to ALL members of the school community: including staff, parents, guardians, volunteers, midday supervisors and students.
- Parents must provide details of all allergies on admission to school.
- Asquith Primary School does not guarantee an allergen free environment, but through effective risk management will minimize the risk of exposure, encourage self –responsibility and plan for effective response to possible emergencies.
- A reaction to nuts is the most common high risk allergy and as such demands more rigorous controls.
- A list of all medical needs, including allergies, is kept in the front office and is accessible for all staff on the K drive – Admin – Class Info 25.26 - medical. This is kept up to date by office staff.

ALLERGY MANAGEMENT

Parent's responsibility

- Parents should inform school either on admission to school or immediately the allergy is diagnosed and ensure all relevant information is put on the child's contact sheet
- They will liaise with school in writing a health care plan which will outline the allergy, symptoms, control measures and procedures if a reaction occurs. This Health care plan must be signed by parents.
- They will provide school with all necessary medication/equipment with a name on. If prescribed it should be in the dispensing box.
- If life-saving medication is needed, such as an Epi Pen, the child will not be allowed to attend school without it.
- Parents must ensure all emergency contact numbers are kept up to date.
- If bringing a packed lunch or snack, the parents must ensure it is safe for the child to eat. If having school lunches the parents will liaise with the school kitchens to minimize the risk.
- Parents will discuss with staff any additional foods being used for food related activities in school eg cooking, science lessons.

Other parent's responsibility

If there is a case of a severe allergy in school, it is important that all members of the school community, including other parents support in minimising the risk.

- All parents will be made aware of a severe allergy within school.

- It will be made clear which allergens are to be avoided and parents should avoid these in snacks and packed lunches
- If a parent repeatedly sends food items which should not be present in school, they will be spoken to individually to reach a solution.

Staff responsibility

Staff are responsible for being familiar with the policy and adhering to food and safety regulations and expectations regarding food stuffs and drink.

- Staff will sign any health care forms for children within their care.
- Staff must keep themselves up to date of all allergies within their class
- SENCO will make all staff aware of any severe allergies within school.
- SENCO will share the Health Care plan with relevant staff who have contact with the child.
- All staff will promote hand washing before and after eating.
- All staff will be vigilant of their own food stuffs and the foods being brought in by pupils if there is someone with a severe allergy known in school.
- All staff will ensure there is no food sharing going on
- Staff will liaise with parents and gain consent for any food related activities in class.

Epi Pens

- If a member of the school community requires Epi Pens, a minimum of 2 should be provided by the relevant adult and named.
- They will be kept in specified places, as detailed on the individual's Health care plan.
- Training for Epi Pens will be updated yearly whilst needed for staff.
- A simple video can be watched at https://www.youtube.com/watch?v=_9mk5GrFAdc which shows how to administer the Epi Pen or <https://www.youtube.com/watch?v=QrueP382UjY> (does not include how to administer the Epi Pen)

Emergency treatment

In the event of an allergic reaction

- Keep calm, make child comfortable and clear area as much as possible.
- Administer any medication (detail outlined on Health care plan)
- Adult will be sent to call for an ambulance and inform parents
- A member of staff will accompany a child in the ambulance if a responsible adult has not arrived.

This Policy was approved by Governors on 08/10/2025

Review date – Autumn Term 2026