



Replenish Learning Allergen and Anaphylaxis Policy

Last Reviewed Date: September 2026

Review Date: September 2027

Statement of intent

Replenish Learning strives to ensure the safety and wellbeing of all pupils, staff, visitors and other members of the Replenish Learning community.

This policy is to be followed by all staff members, parents/carers and pupils, with the intention of minimising the risk of allergic reactions and anaphylaxis while attending Replenish Learning or taking part in activities arranged by the provision.

Replenish Learning will work in partnership with parents/carers, pupils, commissioners and relevant healthcare professionals to identify allergens, assess risk and put appropriate control measures in place so that pupils with allergies can attend safely and participate fully in the provision.

Replenish Learning cannot guarantee a completely allergen-free environment. However, it will take all reasonable steps to minimise exposure to allergens, promote awareness and self-management where appropriate, and ensure that robust emergency procedures are in place for both known and unexpected allergic reactions.

This policy is maintained as a dedicated allergy-safety policy because of the specific and potentially life-threatening risks associated with anaphylaxis.

1. Legal and guidance framework

This policy has due regard, where applicable, to relevant legislation and guidance including:

- Children and Families Act 2014.
- Human Medicines Regulations 2012, as amended by the Human Medicines (Amendment) Regulations 2017.
- Food Information (Amendment) (England) Regulations 2019 (often referred to as Natasha's Law).
- Children's Wellbeing and Schools Act 2026.
- Department for Education statutory guidance: Allergy safety in schools (2026), used by Replenish Learning as relevant good-practice guidance.
- Department of Health and Social Care guidance on the use of adrenaline auto-injectors in schools, where applicable.
- Equality Act 2010.

This policy should be read alongside Replenish Learning's relevant policies and procedures, including:

- Health and Safety Policy.
- Administering Medication / Medication procedures.
- Supporting Pupils with Medical Conditions arrangements.
- Educational Visits / Off-site Activities procedures.
- Animals in the Provision arrangements.

- Safeguarding and Child Protection Policy.
- Individual Healthcare Plans (IHPs) and allergy action plans.
- Allergen and anaphylaxis risk assessments.

2. Definitions

Allergy - A condition in which the body has an exaggerated response to a substance, also known as hypersensitivity.

Allergen - A normally harmless substance that triggers an allergic reaction in a susceptible person.

Allergic reaction - The body's reaction to an allergen. Symptoms can vary from mild to severe.

Anaphylaxis - A sudden, severe and potentially life-threatening allergic reaction involving Airway, Breathing and/or Circulation problems. Skin symptoms may also occur but are not always present.

Possible symptoms of an allergic reaction include:

- Hives or generalised flushing of the skin.
- Itching or tingling of the skin or mouth.
- Burning sensation in the mouth.
- Swelling of the throat, mouth or face.
- Wheezing.
- Abdominal pain.
- Rising anxiety.
- Nausea or vomiting.
- Changes in heart rate.
- Weakness.

Possible signs of anaphylaxis include:

- Persistent cough or throat tightness.
- Change in voice, such as hoarse or croaky sounds.
- Wheeze or difficult/noisy breathing.
- Difficulty swallowing or speaking.
- Swollen tongue.
- Chest tightness.
- Feeling dizzy or faint.
- Sudden sleepiness, unconsciousness or collapse.
- For younger pupils, becoming pale or floppy.

3. Roles and responsibilities

Senior leadership / management

- Ensure appropriate policies, plans, procedures and risk assessments are in place to support pupils with allergies and those at risk of anaphylaxis.
- Ensure arrangements focus on the individual needs of each pupil.
- Ensure allergy risks are considered within the provision's risk-management arrangements.
- Ensure staff receive appropriate allergy and anaphylaxis awareness training at least annually, with additional role-specific training where required.
- Review this policy at least annually and following any serious allergy incident or near miss.

Headteacher / designated allergy lead

- Oversee implementation of this policy and designate a senior member of staff to coordinate allergy safety where appropriate.
- Ensure parents/carers understand their responsibilities in relation to their child's allergy.

- Ensure relevant risk assessments are completed and reasonable control measures are implemented.
- Ensure designated first aiders and other relevant staff are trained in the management of anaphylaxis and the use of the adrenaline devices they may be required to administer.
- Ensure all staff receive information about allergic reactions, anaphylaxis, emergency procedures and the location of pupils' emergency medication.
- Ensure temporary, agency and visiting staff receive relevant allergy information before taking responsibility for pupils.

Designated medical / administration lead

- Maintain up-to-date medical and allergy information provided by parents/carers and relevant professionals.
- Request appropriate supporting documentation and allergy action plans where available.
- Ensure key information is communicated to relevant staff while respecting confidentiality.
- Monitor expiry dates and availability of medication held for named pupils in accordance with Replenish Learning's medication procedures.

All staff

- Attend allergy and anaphylaxis awareness training at least annually.
- Be familiar with and implement relevant IHPs and allergy action plans.
- Respond immediately and appropriately in a medical emergency.
- Use effective hygiene and food-handling practices.
- Check food and ingredients before giving food to a pupil where an allergy is known.
- Ensure pupils do not share food, drinks, utensils or containers where this could create an allergy risk.
- Report allergy incidents and near misses promptly.

Staff involved in food preparation or cooking activities

- Check ingredient labels and allergen information before food is used.
- Be aware of the 14 regulated allergens and the risk of cross-contamination.
- Use clean work surfaces, utensils and equipment and follow appropriate hand hygiene.
- Ensure pupils with known food allergies are included safely through suitable alternatives or adjustments.
- Do not describe food as 'free from' an allergen unless this can be confirmed.

Parents and carers

- Tell Replenish Learning about their child's allergens, typical reaction, prescribed medication, control measures and emergency response requirements.
- Keep the provision informed of any changes.
- Provide medication and written instructions as required and ensure medication is in date.
- Provide copies of allergy action plans or other relevant medical documentation where available.
- Raise concerns about the management of their child's allergy promptly.

Pupils

- Not share or exchange food, drinks, utensils or containers where this could create an allergy risk.
- Avoid foods or substances they know they are allergic to.
- Tell a member of staff immediately if they believe they are having a reaction or have come into contact with an allergen.

4. Identifying individuals with allergies

Replenish Learning will keep a confidential record of pupils with known allergies, including whether they have an IHP and/or allergy action plan.

A formal diagnosis will not be required before proportionate safety arrangements are put in place.

Where an IHP is required, it should record as appropriate:

- Parent/carer and emergency contact details.
- An up-to-date photograph.
- Known allergens and likely routes of exposure, e.g. ingestion, inhalation or skin contact.
- Typical symptoms and the pupil's allergy action plan.
- Any prescribed adrenaline device, its make and dose.
- Any co-existing asthma and the pupil's asthma plan.
- Where medication will be kept and who may administer it.
- Any specific adjustments or controls required.

Replenish Learning will use reasonable endeavours to gather information from parents/carers, the pupil, the commissioning body and previous education or care settings where appropriate.

For new placements, arrangements should be put in place before or as soon as reasonably practicable after the pupil starts. If a significant allergy is identified after admission, controls will be implemented without delay.

Relevant staff allergies will also be considered within workplace health and safety arrangements.

Visitor allergy information will be sought in advance where relevant to planned activities.

5. Managing exposure to allergens

Replenish Learning will take reasonable steps to manage the risk of known allergens on site and during off-site activities. This includes food, environmental factors, classroom or intervention activities, animals and community visits.

Pupils will not be excluded from activities simply because they have an allergy. Reasonable adjustments and alternative arrangements will be used wherever practicable so they can participate safely.

Food allergies

- Staff will know which pupils have relevant dietary requirements before preparing or providing food.
- Ingredient and allergen information will be checked whenever menus, products, recipes or suppliers change.
- Cross-contamination risks will be considered during storage, preparation, cooking and serving.
- Suitable alternatives will be provided wherever reasonably practicable.
- Pupils will not be segregated from peers solely because of a food allergy.
- Lunch boxes, bottles and food containers may be clearly identified where this assists safe management.
- Pupils must not share or trade food.
- Unlabelled foods will be treated with particular caution.
- The provision may discourage particular allergens from being brought on site when risk assessment indicates this is reasonable, but will not describe itself as completely allergen-free.

Environmental and contact allergens

- Known risks such as pollen, dust, animals, latex or insect stings will be considered in individual risk assessments and IHPs.
- Reasonable environmental controls will be introduced where practicable.
- Staff will be informed of relevant risks and required precautions.

Cooking, craft, practical and therapeutic activities

Staff planning activities will consider the possible presence of allergens in ingredients and materials.

This applies particularly to cooking, craft, sensory activities, horticulture, animal-assisted activities and community-based sessions.
Suitable alternatives will be used where necessary so that pupils with allergies can participate safely.

Off-site activities, community visits and educational visits

When planning off-site activities, staff will consider allergen exposure and complete proportionate risk assessments. Planning will include:

- Food and catering arrangements.
- Availability and accessibility of prescribed emergency medication.
- Staff awareness of the pupil's allergy and emergency procedures.
- Travel time and access to emergency medical support.
- Potential exposure to animals, plants, insects or environmental allergens.

A pupil at risk of anaphylaxis who has been prescribed an adrenaline device must have the device readily available during the visit. Appropriate trained staff must also be available.

Where a venue cannot safely meet a pupil's dietary needs, suitable food will be brought from home or provided by Replenish Learning following agreement with the parent/carer.

Animal allergies

Replenish Learning uses animal-based activities, including equine and canine activities. Pupils with known animal allergies will have individual controls in place. This may include restricted contact, alternative activities, handwashing, changing clothing where necessary and ensuring medication is readily accessible.

6. Food allergen information and labelling

Where Replenish Learning prepares or supplies food that falls within legal food-labelling requirements, it will comply with applicable allergen-information rules, including requirements relating to pre-packed for direct sale (PPDS) food.

The 14 regulated allergens are:

- Cereals containing gluten (including wheat, rye, barley and oats).
- Crustaceans.
- Eggs.
- Fish.
- Peanuts.
- Soybeans.
- Milk.
- Nuts (including almonds, hazelnuts, walnuts, cashews, pecans, Brazil nuts, pistachios and macadamias).
- Celery.
- Mustard.
- Sesame.
- Sulphur dioxide and sulphites above the legal threshold.
- Lupin.
- Molluscs.

Where PPDS food is prepared, the packaging will display the name of the food and a full ingredients list with allergens emphasised as required by law.

Food-label or allergen-information errors, unsafe substitutions or near misses must be reported to management immediately and the affected food must not be served.

7. Adrenaline devices and emergency medication

Pupils who have been prescribed an adrenaline auto-injector (AAI) or other adrenaline device must

have their prescribed device readily accessible whenever they are attending Replenish Learning or participating in an activity arranged by the provision.

Where possible and consistent with the pupil's needs, two prescribed devices should be available so that a second dose can be given if required.

Medication will be stored in accordance with the manufacturer's instructions, protected from extremes of temperature and direct sunlight, and must not be locked away in a way that prevents immediate access.

If the pupil does not carry their own medication, its location will be clearly identified in the pupil's IHP and communicated to relevant staff.

Replenish Learning will only purchase, hold or use a generic 'spare' AAI under legal provisions that apply specifically to schools if it is satisfied that those provisions lawfully apply to the provision.

Where spare AAIs are lawfully held, they will be managed in line with current national guidance and local procedures.

Where a spare AAI is lawfully held, records will include its location, batch/expiry information, checks, use and replacement. Used or expired devices will be disposed of safely in accordance with manufacturer and pharmacy guidance.

8. Consent and access to emergency medication

Where a pupil has a known risk of anaphylaxis, Replenish Learning will seek clear information and consent from parents/carers as part of the pupil's IHP or allergy action plan.

In a life-threatening emergency, staff will not delay reasonable emergency action while attempting to obtain parental consent. Emergency services will be contacted without delay.

Parents/carers may update or withdraw non-emergency consent arrangements by notifying the Headteacher in writing.

9. Medical support and Individual Healthcare Plans

Once an allergy is identified, Replenish Learning will consider what arrangements are needed to support the pupil. Where an IHP is required, the provision will work with the parent/carer, pupil, commissioner and relevant health professionals where available.

All staff directly supporting a pupil with a significant allergy will know:

- The pupil's known allergens and usual symptoms.
- Where emergency medication is located.
- How to summon help and call 999.
- The pupil's individual emergency instructions.

Where a pupil needs access to a mobile phone or other technology specifically to manage a medical condition, a reasonable adjustment may be made and recorded in the pupil's IHP, notwithstanding general restrictions on personal mobile phone use.

10. Staff training

All staff will receive allergy and anaphylaxis awareness training at least annually. New staff will receive relevant information as part of induction. Temporary, agency, volunteer and visiting staff will receive the information necessary for the pupils they may support.

Training will cover, as appropriate:

- Common allergies and how reactions occur.
- The difference between allergy, intolerance and coeliac disease.
- Recognition of mild, moderate and severe allergic reactions.
- Recognition of anaphylaxis using Airway, Breathing and Circulation signs.
- Emergency response, including calling 999.
- The location and use of prescribed adrenaline devices relevant to pupils attending the provision.
- How allergies can affect a pupil's emotional wellbeing.

- How to read and follow an IHP or allergy action plan.
- Reducing exposure to known allergens.
- Reporting incidents and near misses.

Where training gaps are identified, management will take appropriate action, which may include additional training, temporary restrictions on duties or ensuring appropriately trained staff are available.

11. Mild to moderate allergic reactions

Mild to moderate symptoms can include:

- Swollen lips, face or eyes.
- Itchy or tingling mouth.
- Mild throat discomfort.
- Hives or itchy skin rash.
- Abdominal pain or vomiting.
- A sudden change in behaviour.

If these symptoms occur, the nearest adult will stay with the pupil, obtain the pupil's emergency medication/IHP and follow the individual plan. The pupil will be closely monitored because symptoms can progress rapidly.

Parents/carers will be informed promptly. If symptoms worsen, if there are Airway, Breathing or Circulation problems, or if the pupil's plan directs it, staff will treat the situation as suspected anaphylaxis and act immediately.

Where the pupil's IHP specifies a period of observation after a mild or moderate reaction, staff will follow that instruction. Clinical advice will be sought where there is uncertainty.

12. Managing suspected anaphylaxis

All staff should use the Airway, Breathing, Circulation (ABC) approach. Anaphylaxis should be suspected where there are sudden problems with Airway, Breathing and/or Circulation, particularly after exposure to a possible allergen.

Key signs include:

- Airway: throat tightness, hoarse voice, difficulty swallowing or swollen tongue.
- Breathing: sudden wheezing, difficult/noisy breathing or persistent cough.
- Circulation: persistent dizziness, pallor, floppiness, sudden sleepiness, collapse or unconsciousness.

Where a pupil with asthma and a known food allergy develops sudden breathing difficulty after possible allergen exposure, staff should consider anaphylaxis and follow the pupil's emergency plan without delay.

If anaphylaxis is suspected, staff will:

1. Lay the pupil flat with their legs raised. If breathing is difficult, allow them to sit up carefully. Do not allow them to stand or walk.
2. Administer the pupil's prescribed adrenaline device immediately in accordance with their allergy action plan and the device instructions. If a lawfully held spare AAI is available and its use is permitted, it may be used in accordance with applicable guidance.
3. Call 999 immediately and state 'anaphylaxis'.
4. Stay with the pupil, monitor Airway, Breathing and Circulation, and keep them in the appropriate position.
5. Contact the parent/carer or emergency contact after emergency treatment has started.
6. If there is no improvement after five minutes, give a second dose of adrenaline if a second device is available and this is consistent with current emergency guidance.
7. Start CPR if there are no signs of life and continue until emergency help takes over.

Used adrenaline devices will be handed to ambulance clinicians where appropriate. Staff will provide emergency services with the known allergen, likely cause of the reaction and the time of

each adrenaline dose.

A member of staff will accompany the pupil to hospital if a parent/carer is not present, subject to staffing and safeguarding requirements. The number of accompanying staff will be determined by the pupil's needs, risk assessment and the need to maintain safe supervision of other pupils; Replenish Learning will not automatically require two staff unless circumstances make this necessary.

Following any suspected anaphylaxis, management will review the incident, the pupil's IHP, the adequacy of control measures, staff response, training needs and any lessons arising.

13. Wellbeing of pupils with allergies

Replenish Learning recognises that allergies can affect a pupil's confidence, sense of safety and emotional wellbeing. Pupils may experience anxiety about exposure to allergens or the possibility of anaphylaxis.

The provision will promote an inclusive and respectful culture and will not tolerate bullying, teasing or social exclusion relating to allergies, dietary needs, medication or other medical conditions.

Where appropriate, pupils and parents/carers will be involved in developing and reviewing arrangements, and pupils will be encouraged to share concerns and contribute to safe, practical solutions.

14. Recording, monitoring and review

All significant allergic reactions, anaphylaxis incidents and relevant near misses will be recorded and reviewed.

This policy will be reviewed at least annually by the Headteacher or designated senior leader and sooner where:

- There is a serious allergic reaction or near miss.
- There is a significant change in legislation or national guidance.
- The provision's activities, sites or arrangements materially change.
- Monitoring identifies that the policy or controls are not working effectively.

Where an incident concerns an individual pupil, their IHP and risk assessment will also be reviewed and updated where necessary.

Appendix 1 - Pupil Allergy Declaration Form

Name of pupil	
Date of birth	
Year group / age	
Parent/carer name	
Parent/carer contact details	
Emergency contact details	
GP / relevant clinician	

Nature of allergy / known allergens

Severity and previous reactions

Symptoms of an adverse reaction

Required emergency action

Prescribed medication and dosage

Instructions for administering medication

Location of medication

Control measures to reduce risk of exposure

Additional information, including co-existing asthma or eczema

Emergency adrenaline arrangements

Please provide the pupil's current allergy action plan and prescribed adrenaline devices where applicable.

Where Replenish Learning is lawfully able to hold and use a spare adrenaline device, I understand that it may be used in an emergency in accordance with applicable law, guidance and the pupil's individual arrangements.

Parent/carer name	
Relationship to child	
Signature	
Date	

Appendix 2 - Site Allergy and Emergency Medication Record

Complete one record for each Replenish Learning site/base. This appendix should be updated whenever locations or responsible staff change.

Site / base	
Designated allergy lead	
First-aid / medication point	
Location of named pupils' emergency medication	
Location of any lawfully held spare AAI(s)	Not applicable unless Replenish Learning is legally entitled to hold them
Staff responsible for medication checks	
Frequency of checks	At least termly and additionally as required
Date last checked	

Appendix 3 - Allergy Incident / Near-Miss Review

Pupil / person involved	
Date and time	
Location	
Known / suspected allergen	
Symptoms observed	
Medication administered and time	
999 called / ambulance outcome	
Parent/carers informed	
Immediate learning / corrective action	
IHP / risk assessment / policy review required	