



**D**etermination **R**espect **E**ngagement **A**mbition **M**otivation **S**uccess

**Trafford Alternative Education Provision**

# **Pupils with Allegies Policy**

**[2025-26]**



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Trafford Alternative Education Provision

**Our Mission Statement:**

Trafford Alternative Education Provision is committed to providing....

A 21<sup>st</sup> Century education that promotes the academic, emotional, and social development of our students. Our aim is to create a holistic, nurturing, and inspiring environment where students are supported and encouraged to take charge of their lives, their learning, and their decisions. Every student will have an understanding of their personal journey, challenges, and future opportunities. All will be encouraged to become independent thinkers and learn to value and respect others thus enabling them to meet the challenges of the wider world. In partnership with parents, carers, schools, and outside agencies we will provide students and staff with a positive and supportive learning experience.

We will achieve our vision by constantly thinking about the bigger picture, working as one team, valuing our staff and their continual development, and by frequently reviewing, debating, and developing the curriculum.



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**Trafford Alternative Education Provision**

<b>Policy Title:</b>	<b>Pupils with Allergies</b>		
<b>Last Reviewed &amp; Updated:</b>	March 2026	<b>Due for Review:</b>	March 2027

Document Control

Version control/History


<b>Name</b>	<b>Description</b>	<b>Date</b>
Sarah Langstreth	Version 1	January 2025
Sarah Langstreth	Updated to new statutory guidance	March 2026

Approvals

<b>Name</b>	<b>Position</b>	<b>Date</b>

Links to

<b>Policy</b>
<ul style="list-style-type: none"><li>• Health and Safety</li><li>• Supporting pupils with medical conditions</li><li>• School food policy</li><li>• First Aid</li></ul>

<b>Website</b>	
<b>General Data Protection Regulation (GDPR)</b>	
This policy document has been reviewed in compliance with GDPR (May 2018)	
Linda H Thompson, Executive Head teacher 	

## 1. Aims

This policy aims to:

- Establish a clear, statutory-compliant whole-school approach to managing allergies, reducing exposure risks, and ensuring all staff respond appropriately to allergic reactions.
- Ensure pupils with allergies are kept safe, included, and supported academically, socially, and emotionally.
- Maintain a consistently high level of allergy awareness across the entire school community.

## 2. Legislation and Guidance

This policy complies with and is informed by:

- **Benedict's Law (Statutory from September 2026)** requiring schools to stock spare AAIs, provide compulsory allergy training, maintain a dedicated allergy policy, and adopt structured incident-reporting procedures. [\[gov.uk\]](#)
- **DfE statutory guidance: Supporting children and young people with medical conditions and allergies (2026)** requiring allergy management to be included within Individual Healthcare Plans. [\[headteache...update.com\]](#)
- **DfE Allergy guidance for schools (Updated November 2025)** including PPDS food labelling requirements and obligations around menu changes. [\[gov.uk\]](#)
- **Food Information Regulations 2014** and **Food Information Regulations (Amendment) 2019**.
- **Department of Health and Social Care guidance on emergency AAI use in schools**

## 3. Roles and responsibilities

We take a whole-school approach to allergy awareness.

### 3.1 Allergy lead

The Allergy Lead is responsible for:

- Implementing whole-school allergy awareness.
- Maintaining an up-to-date register of pupils with allergies.
- Ensuring all pupils with allergies have a medical-professional-completed Allergy Action Plan, integrated within an Individual Healthcare Plan (IHP) as now mandated. [\[headteache...update.com\]](#)
- Coordinating training for all staff in line with compulsory requirements under Benedict's Law. [\[gov.uk\]](#)
- Ensuring accurate storage, maintenance, replacement, and audit of spare and personal AAIs.

- Ensuring allergy risk assessments are completed for lessons, activities, trips, and visitors (including those with guide dogs).
- Leading post-incident reviews and reporting processes as required under the new statutory standards. [\[gov.uk\]](http://gov.uk)

### 3.2 School nurse/medical officer

Responsible for:

- Managing medical documentation and liaison with families.
- Coordinating medication provision, including checking AAI expiry dates.
- Supporting implementation of pupils' IHPs

### 3.3 Teaching and support staff

All staff must:

- Complete compulsory annual allergy training covering recognition of allergic reactions, anaphylaxis response, and safe AAI use. [\[gov.uk\]](http://gov.uk)
- Know the allergies and IHPs relevant to pupils in their care.
- Follow allergy-safe practices in lesson planning, activities, and trips.
- Ensure pupils feel safe, included, and supported.

### 3.4 Parents/carers

Parents/carers must:

- Provide accurate, up-to-date medical information.
- Supply two in-date personal AAIs and ensure timely replacements.
- Follow school food-sharing guidance and minimise allergens in packed lunches.

### 3.5 Pupils with allergies

Where appropriate, pupils should:

- Understand their allergens and risks.
- Know how and when to use their AAI.
- Carry their AAI where age-appropriate.

### 3.6 Pupils without allergies

Pupils are expected to:

- Understand the importance of protecting peers with allergies.
- Avoid behaviours that increase allergy risk.

## 4. Assessing risk

Risk assessments must be carried out for:

- Food technology lessons
- Science experiments involving food
- Activities involving food packaging or animals
- Off-site events and trips
- Visiting animals or guide dogs

## 5. Managing risk

### 5.1 Hygiene procedures

- Hand-washing before and after eating
- No sharing of food

### 5.2 Catering

In compliance with DfE updated guidance:

- Catering staff must be trained to identify pupils with allergies.
- Menus must list allergens clearly, including PPDS labelling requirements. [\[gov.uk\]](http://gov.uk)
- Any menu changes must continue to meet pupils' allergy needs.
- The top 14 allergens must always be labelled on food packaging.

### 5.3 Food restrictions

To reduce risk, the school discourages high-risk foods such as:

- Nuts and nut-based products
- Granola or chocolate bars containing nuts
- Peanut butter or spreads
- Sesame products

If brought into school, pupils may be asked to eat separately or food may be confiscated.

### 5.4 Insect bites/stings

- Shoes must be worn outdoors.
- Food and drink must be covered outdoors.

### 5.5 Animals

- Pupils wash hands after contact with animals.
- Pupils with relevant allergies will not interact with animals.

## 5.6 Support for mental health

➤ Pupils with allergies receive:

- Pastoral support
- Regular check-ins with designated staff

## 5.7 Events and school trips

- No pupil with allergies is excluded from any activity.
- All staff involved must be trained and aware of relevant IHPs.
- Spare AAIs must be available off-site in line with statutory guidance. [\[gov.uk\]](http://gov.uk)

# 6. Procedures for handling an allergic reaction

## 6.1 Register of pupils with AAIs

The school maintains a register noting:

- Allergens
- Risk factors
- Types/doses of prescribed AAIs
- Parental consent for spare AAI use
- Photo identification (with consent)

The register is held in the First Aid room for rapid access.

## 6.2 Allergic reaction procedures

- Staff follow the pupil's Allergy Action Plan and IHP.
- Staff administer the pupil's own AAI or a spare AAI if:
  - Parental consent/medical authorisation is on record; or
  - The personal AAI is unavailable, expired, broken, or misfired.
- Emergency services are called when required.
- A staff member accompanies the pupil until parents arrive.
- Mild reactions are monitored and reported to parents/carers.
- A full incident record and lessons-learned review is completed in line with new statutory requirements. [\[gov.uk\]](http://gov.uk)

## 7. Adrenaline auto- injectors (AAIs)

### 7.1 Statutory requirement to stock AAIs

Under Benedict's Law, all schools must **stock spare AAIs** and maintain a dedicated allergy policy. [\[gov.uk\]](http://gov.uk)

The Allergy Lead ensures AAIs:

- Are purchased from approved suppliers
- Match the required dosage for age/weight categories
- Council UK's age-based criteria, see page 11 of [the guidance](#))  
(See pages 11 and 12 of the guidance.)

### 7.2 Storage (of both spare and prescribed AAIs)

AAIs must be:

- Stored at room temperature, away from sunlight and heat
- Accessible within five minutes from any area on-site
- Clearly labelled and not locked away
- Stored separately from personal AAIs to prevent confusion

### 7.3 Maintenance (of spare AAIs)

Designated staff (Zoe Hynes & Lyndsey Chambers) are responsible for:

- Monthly checks for presence and expiry
- Ordering replacements in advance

### 7.4 Disposal

Used AAIs are placed in a designated sharps bin and collected according to manufacturer and council requirements.

### 7.5 Use of AAIs off school premises

- Pupils capable of self-administration carry their AAIs on trips.
- Staff ensure spare AAIs accompany all off-site activities.

### 7.6 Emergency anaphylaxis kit

- Spare AAIs
- Instructions and manufacturer information
- Expiry/serial-number log
- Replacement arrangements

- List of pupils authorised to receive the spare AAI
- Administration records

## 8. Training

All staff must receive **compulsory annual training** covering:

- Reducing and preventing allergic reactions
- Spotting early and severe symptoms (including anaphylaxis)
- Acting quickly and appropriately
- AAI storage and access
- Administration of AAIs
- Inclusion and wellbeing considerations

Training is coordinated by the Allergy Lead in line with statutory requirements. [\[gov.uk\]](http://gov.uk)

## 9. Monitoring and Review

- This policy is reviewed annually or sooner if legislation changes.
- Incident reports and reviews feed into continuous improvement.
- Governors receive annual assurance of statutory compliance.