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THE CARDINAL VAUGHAN MEMORIAL SCHOOL

Amare et Servire

Allergy and Anaphylaxis Policy

All policies are updated regularly in accordance with statutory guidance.

THE CARDINAL VAUGHAN
MEMORIAL SCHOOL

Policy Statement

The School is committed to safeguarding and promoting the welfare of all pupils, including those with allergies and those at risk of anaphylaxis. Allergic conditions can present serious and potentially life-threatening risks, and therefore require a comprehensive, whole-school approach to prevention, identification, and response. This policy sets out the procedures and expectations that ensure the School meets its statutory obligations and provides a safe and inclusive environment for all members of the community.

Aims

The aim of this policy is to ensure that all pupils with allergies are effectively supported so that they can participate fully in school life. The School seeks to minimise exposure to allergens wherever reasonably practicable and to ensure that staff are equipped with the knowledge and confidence to respond effectively in the event of an allergic reaction. In doing so, the School complies with statutory requirements and promotes a culture of awareness, vigilance, and care.

Legal and Regulatory Framework

This policy is informed by relevant legislation and statutory guidance, including Benedict's Law (2026), the Department for Education guidance on supporting pupils with medical conditions, the Equality Act 2010, and the Health and Safety at Work Act 1974. The School recognises its duty to make reasonable adjustments and to ensure that pupils with medical conditions are not placed at a disadvantage.

Roles and Responsibilities

The Governing Body is responsible for ensuring that the School meets its statutory duties and that this policy is reviewed regularly. The Headteacher has overall responsibility for the implementation of this policy, including ensuring that appropriate training and resources are in place. The Assistant Head with responsibility for children with medical needs oversees the day-to-day management of allergy procedures, maintains accurate records, and ensures that Individual Healthcare Plans are in place and up to date. All staff are required to be familiar with the policy, attend training at the beginning of each academic year, and act in accordance with procedures in both preventative and emergency situations. Parents and carers must provide accurate and up-to-date information regarding their child's medical needs and supply prescribed medication.

Identification and Individual Healthcare Plans

The School ensures that all pupils with diagnosed allergies are clearly identified. Each pupil will have an Individual Healthcare Plan that is developed in partnership with parents and, where appropriate, healthcare professionals. These plans set out the specific allergens, signs and symptoms, required medication, and clear emergency procedures. Plans are reviewed annually and following any significant change or incident.

Prevention and Risk Management

The School adopts a proactive approach to reducing the risk of allergen exposure. An up-to-date register of pupils with allergies is maintained and shared with relevant staff. Consideration is given to allergy risks in classrooms, dining areas, and during school activities. While the School cannot guarantee an allergen-free environment, it promotes allergy-aware practices, including clear communication and appropriate supervision.

Staff Training

All staff receive regular training in allergy awareness and anaphylaxis management. This includes recognising early symptoms, understanding escalation, and administering adrenaline auto-injectors. Training is refreshed annually and forms part of the School's safeguarding and health and safety procedures.

Emergency Medication

The School maintains a supply of spare adrenaline auto-injectors, which are stored in accessible and clearly identified locations. These are checked regularly to ensure they are in date and ready for use. Pupils are also expected to have their prescribed medication available, in accordance with their Individual Healthcare Plan.

Emergency Procedures

In the event of a suspected allergic reaction, staff will respond immediately in accordance with training and the pupil's Individual Healthcare Plan. Adrenaline will be administered without delay where anaphylaxis is suspected, and emergency services will be contacted. The pupil will be monitored continuously until medical assistance arrives, and parents or carers will be informed as soon as possible.

Educational Visits and Off-Site Provision

The School ensures that allergy management is fully considered in planning educational visits. Risk assessments will account for individual medical needs, and appropriate medication and trained staff will be present at all times. Pupils will only participate in educational visits and off-site provisions where it is safe to do so, and appropriate measures are in place.

Record Keeping and Monitoring

All incidents involving allergic reactions are recorded and reviewed using the Evolve System. These records are used to inform future practice and to ensure that procedures remain effective. Documentation is maintained in accordance with data protection requirements.

Communication

Effective communication is central to the successful implementation of this policy. Relevant staff are informed of pupils' needs on a need-to-know basis, and the School works closely with parents and carers to maintain accurate and up-to-date information. This policy is

published and available to the wider school community.

Monitoring and Review

This policy is reviewed annually, or more frequently where required, to ensure that it remains compliant with statutory guidance and reflects best practice. The review process considers incident reports, staff feedback, and any changes in legislation.