

Birches Head Academy



Pupil Allergy Safety Policy

Birches Head Academy

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Approved by Head of School:

Approved by Chair of Governors:

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L. Toach

S. Finlay

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1. Aims

This policy aims to:

- Set out our academy's approach to allergy safety, including reducing the risk of exposure and the procedures in place in case of allergic reaction
- Make clear how our academy supports pupils with allergies to ensure their wellbeing and inclusion
- Promote and maintain allergy awareness among the academy community

2. Legislation and guidance

This policy is based on the Department for Education (DfE)'s statutory guidance on [allergy safety in schools](#) and [supporting pupils with medical conditions at school](#), the Department of Health and Social Care's guidance on [using emergency adrenaline auto-injectors in schools](#), and the following legislation:

- [Children's Wellbeing and Schools Act 2026](#)
- [The Food Information Regulations 2014](#)
- [The Food Information \(Amendment\) \(England\) Regulations 2019](#)

3. Roles and responsibilities

3.1 The board of trustees

The board of trustees is responsible for:

- Ensuring the academy has an allergy safety policy which sets out:
 - Arrangements to reduce the risk of individuals coming into contact with their known allergens
 - Emergency response plans for cases of anaphylaxis
- Reviewing and approving the allergy safety policy at least annually
- Taking steps to ensure the allergy safety policy is:
 - Generally known within the academy and to parents of pupils at the academy
 - At least once a year, brought to the attention of all pupils, parents, staff and volunteers
 - Published on the academy's website
- Ensuring risks relating to pupils with allergy are included in the risk register and actively managed

The board of trustees delegates the day-to-day implementation of this policy to the allergy safety lead.

3.2 Allergy safety lead

The nominated allergy safety lead is Deborah Carpenter.

They're responsible for:

- Implementing this allergy safety policy
- Contributing to the review of the allergy safety policy

- Contributing to the review of the allergy safety policy at least annually, updating it when needed, and making sure it is published
- Promoting and maintaining allergy awareness across the academy community
- Recording and collating allergy and special dietary information for all relevant pupils. Day-to-day administration may be undertaken by other designated staff; however, overall responsibility remains with the Allergy Lead.
- Developing and reviewing arrangements for the safe storage and disposal of adrenaline devices (AD)
- Ensuring:
 - All allergy information is up to date and readily available to relevant members of staff
 - All pupils who require support with allergies have an up-to-date individual healthcare plan (IHP)
 - All pupils with a known food or insect sting allergy have up-to-date allergy action plans issued by a medical professional
 - All staff receive regular allergy awareness training
 - All staff are aware of the academy's policy and procedures regarding allergies
 - Relevant staff are aware of what activities need an allergy risk assessment
 - Serious incidents and 'near misses' relating to allergy safety are recorded and reported as appropriate, and to consider and share with staff:
 - What lessons there are to learn
 - Any potential changes to the medical conditions and/or allergy safety policies and/or to any pupil's IHP

3.3 Headteacher

The headteacher is responsible for:

- Deciding (in discussion with the parents/carers and any relevant healthcare professionals) whether a pupil's allergy can be managed through the adjustments made under the medical conditions policy or whether an IHP is required to specify arrangements that reflect the pupil's circumstances

3.4 Allergy Lead

The SENDCO and Medical Lead are responsible for:

- Checking spare AAls are present and in date on a monthly basis
- Making sure that replacement AAls are obtained when expiry dates approach

3.5 Teaching and support staff

All teaching and support staff are responsible for:

- Promoting and maintaining allergy awareness among pupils
- Maintaining awareness of our allergy safety policy and procedures
- Being able to recognise the signs of severe allergic reactions and anaphylaxis
- Being aware of specific pupils with allergies in their care
- Reducing the risk to pupils with known allergies coming into contact with known allergens
- Ensuring the wellbeing and inclusion of pupils with allergies
- Reporting any allergic reaction or case of anaphylaxis to the allergy safety lead

3.6 Parents/carers

Parents/carers are responsible for:

- Being aware of the allergy safety policy
- Providing the academy with up-to-date details of their child's medical needs, dietary requirements, and any history of allergies, reactions and anaphylaxis
- If required, providing their child with 2 in-date adrenaline auto-injectors and any other medication, including inhalers, antihistamine etc., and making sure these are replaced in a timely manner
- Following the academy's guidance on food brought in to be shared
- Updating the academy on any changes to their child's condition

3.7 Pupils with allergies

If age-appropriate, these pupils are responsible for:

- Being aware of their allergens and the risks they pose
- Carrying their AD on their person and only using it for its intended purpose
- Understanding how and when to use their AD

3.8 Pupils without allergies

These pupils are responsible for:

- Being aware of allergens and the risk they pose to their peers

Older pupils might also be expected to support their peers and staff in the case of an emergency.

4. Identifying individuals at risk

Allergy is a spectrum of different allergic diseases. Reactions occur when a susceptible person is exposed to something (an "allergen") they are allergic to. Common allergic conditions include:

- Hay fever (allergic rhinitis), triggered by allergens carried in the air, such as pollen, house dust mite, animal fur/feathers, or mould
- Skin allergies (e.g. eczema, contact dermatitis, contact urticaria/hives) caused by contact with allergens including house dust mite, pollen and substances like nickel, latex and some chemicals
- Food allergy, which can cause symptoms ranging from mild itching in the mouth to "whole body" reactions including anaphylaxis
- Asthma which may be triggered by airborne allergens
- Allergy to insect stings and medicines

4.1 Identifying pupils at risk

We will:

- For new starters, send a form to all parent/carers of pupils after their place at the academy has been confirmed, but before their first academy year starts, to confirm any allergy the pupil has and whether they carry medication. Where a pupil has a new diagnosis and/or has moved to the academy mid-term, we will send a form and put arrangements in place within 2 weeks.
- Send a reminder to parents/carers at the start of each year asking them to update their child's medical information as necessary
- We ask that parents/carers proactively inform us by either phone call to the academy on 01782 236647 or an email to dcarpenter@bircheshead.org.uk if their child's medical needs change during the academy year.

4.2 Identifying staff and visitors at risk

The academy recognises that staff and visitors may also have allergies or medical conditions that place them at risk of allergic reactions.

New members of staff are asked to disclose any significant allergies or medical conditions as part of the pre-employment and induction process so that appropriate risk assessments and support arrangements can be considered.

Visitors are encouraged to notify the academy in advance if they have a severe allergy, require emergency medication, or require adjustments during their visit.

Information will be recorded and handled in accordance with the academy's Data Protection Policy and UK GDPR requirements. Relevant staff will be informed where necessary to ensure health and safety.

4.3 Individual healthcare plans (IHP)

Pupils should have an IHP if they:

- Have an allergy which has a functional impact on them in the academy environment
- They are at risk of harm as a result of their allergy; and
- Require arrangements which are additional to or different from those made generally

It is not necessary for a pupil to have a formal diagnosis of allergy for them to have an IHP. Healthcare professionals may decide that it is more appropriate to accept that the child shows symptoms, rather than proceeding to a formal diagnosis.

The IHP will set out the additional and/or different arrangements that will be in place for supporting the pupil. The academy will make every effort to make sure that arrangements are put in place within 2 weeks, or by the beginning of the relevant term for pupils who are new to our academy.

Not all children with an allergy will require an IHP. Some allergies will have little or no impact on the pupil while they are at academy, or pose no risk to the pupil. Some allergies will not require arrangements which are additional to or different from those made generally.

The headteacher is responsible for deciding (in discussion with the parents/carers and any relevant healthcare professionals) whether a pupil's allergy can be managed through the adjustments made under the medical conditions policy or whether an IHP is required to specify arrangements that reflect the pupil's circumstances.

The academy will consider the following principles:

- If the arrangements or support which a pupil requires would be available to any pupil as part of normal policies, an IHP may not be required
- If the pupil only needs non-prescription medication and the medical conditions policy would permit them to carry and administer it, an IHP may not be required

IHPs will be reviewed at least annually and more frequently if the pupil's needs have changed. Where a pupil moves on to a new school or college, their IHP will be shared as part of the transition.

4.4 Allergy and asthma action plans

All pupils who have a known allergy to a food or insect stings should be issued with an appropriate allergy action plan by their healthcare professional.

All pupils who have asthma should be issued with an asthma action plan by their healthcare professional.

The plans include medical and parental consent for staff to administer emergency medicines, including adrenaline for anaphylaxis or reliever inhaler in the event of an asthma attack.

The allergy action plan and/or asthma action plan should be attached to the pupils IHP. Whenever the allergy action plan is updated, the pupil's IHP should be reviewed to incorporate it.

4.5 Register of pupils with known allergies

This register is maintained in accordance with the academy's Supporting Pupils with Medical Conditions Policy and forms part of the academy's wider arrangements for supporting pupils with medical needs.

The academy maintains a register of pupils who have been prescribed ADs or where a doctor has provided a written plan recommending ADs to be used in the event of anaphylaxis.

- The academy maintains a register of pupils who have a known allergy. The register includes:
 - Known allergens and risk factors for anaphylaxis
 - Whether a pupil has been prescribed ADs (and if so, what type and dose)
 - Where a pupil has been prescribed an AD, whether parental consent has been given to administer emergency medication
 - Where parental consent has been obtained, a photograph of each pupil to allow a visual identification check to be made.

The register is maintained through the academy's established medical record systems on Synergy and can be checked quickly by any member of staff as part of initiating an emergency response

Pupils who have been prescribed AAls will be encouraged to carry their medication where appropriate and in accordance with their individual healthcare plan, as this may reduce delays in treatment during an emergency.

5. Assessing risk

The academy will conduct a risk assessment for any pupil at risk of anaphylaxis taking part in:

- Lessons such as food technology
- Science experiments involving foods
- Crafts using food packaging
- Off-site events and academy trips
- Any other activities involving animals or food, such as animal handling experiences or baking

A risk assessment for any pupil at risk of an allergic reaction will also be carried out where a visitor requires a guide dog.

6. Minimising risk

6.1 Hygiene procedures

To reduce the likelihood of allergen exposure:

- Pupils are reminded to wash their hands before and after eating
- Sharing of food/drink, food containers, and food utensils is not allowed
- Pupils have their own named water bottles and lunch boxes provided to pupils with food allergies should be clearly labelled with the name of the child for whom they are intended
- Where food is not directly provided by the academy, parental engagement and permission will be sought in advance
- Tables used for eating will be cleaned regularly.
- Staff will actively reinforce good hygiene practices.
- Practical classrooms will follow subject-specific hygiene procedures.

- Staff supervising food-related activities will ensure allergen risks are considered and managed.

6.2 Catering

The academy is committed to providing safe food options to meet the dietary needs of pupils with allergies.

- Catering staff receive appropriate training and are able to identify pupils with allergies
- Academy menus are available for parents/carers and pupils to view with ingredients clearly labelled, and catering staff are available to discuss the provision of allergy safe meals with parents/carers
- Where changes are made to academy menus, we will make sure these comply with legislation, and continue to meet any special dietary needs of pupils
- Food allergen information relating to the 'top 14' allergens is displayed on the packaging of all food products, allowing pupils and staff to make safer choices. Allergen information labelling will follow all [legal requirements](#) that apply to naming the food and listing ingredients, as outlined by the Food Standards Agency (FSA)
- Where food is provided by the academy, staff will understand how to read labels for food allergens
- Catering staff follow hygiene and allergy procedures when preparing food to avoid cross-contamination

6.3 Insect bites/stings

For pupils with known insect sting allergies, reasonable precautions will be taken to minimise the risk of exposure during outdoor activities, educational visits and recreational times.

When outdoors:

- Pupils should wear appropriate footwear at all times.
- Food and drinks should be kept covered where possible.
- Pupils should be discouraged from disturbing insects, nests or hives.
- Staff supervising outdoor activities should remain vigilant for insect activity.
- Appropriate medication, including prescribed AAIs, must be readily accessible during outdoor activities and educational visits.

Where a pupil has a known allergy to insect stings, an individual risk assessment and healthcare plan will be followed.

6.4 Animals

Birches Head Academy does not keep animals on site. However, should animals be present as part of educational visits, enrichment activities, external visitors, therapy animals or curriculum-based events, in order to minimise the risk of allergic reactions:

- All pupils will wash their hands after interacting with animals to reduce the risk of allergens being transferred to other pupils or surfaces.
- Pupils with known animal allergies may be prevented from interacting with animals where this is necessary to reduce the risk of an allergic reaction.
- Relevant allergy information will be considered as part of the planning and risk assessment process for any activity involving animals.
- Parents/carers of pupils with known animal allergies will be consulted where appropriate.
- Staff supervising activities involving animals will ensure that any prescribed medication is readily accessible and that emergency procedures can be followed if required.
- No pupil will be excluded from an activity solely because of an allergy. Individual risk assessments will be undertaken where necessary to support safe participation.

6.5 Visits and trips

- No pupils with allergies will be excluded from taking part
- The academy will plan accordingly for all events and academy trips, and arrange for the staff members involved to be aware of pupils' allergies and to have received appropriate training
- The academy will conduct a risk assessment for any pupil at risk of anaphylaxis taking part in an academy trip
- Pupils at risk of anaphylaxis should have their own AD with them
- Staff trained to administer adrenaline in an emergency will be present on the academy trip
- Appropriate measures will be taken in line with the academy's AD protocols for off-site events and academy trips (see section 8.5).

7. Procedures for handling an allergic reaction

- As part of the whole-school awareness approach to allergies, all staff are trained to recognise the signs of both mild and severe allergic reactions (known as anaphylaxis) and respond appropriately
- Staff are trained in the administration of adrenaline to minimise delays in an emergency
- If the pupil has an allergy action plan, this must be followed
- A spare academy AD device will only be used if:
 - The pupil does not have a prescribed AD
 - The pupil's prescribed AD is not available or misfire
- Assess the pupil for signs of anaphylaxis.
- Administer the pupil's prescribed AAI or a spare academy AAI if appropriate.
- Call 999 immediately and state that anaphylaxis is suspected.
- Inform the Medical Officer, Allergy Lead or a member of the Senior Leadership Team.
- Contact the pupil's parent/carer as soon as possible.
- Closely monitor the pupil until emergency services arrive.
- Administer a second AAI after 5 minutes if symptoms persist or worsen and a second device is available.
- Any pupil who has received adrenaline will be taken to hospital by ambulance for further assessment, even if symptoms appear to have improved.

An academy AAI device will be used instead of the pupil's own AAI device if:

- Medical authorisation and written parental consent have been provided, or
- The pupil's own prescribed AAI(s) are not immediately available (for example, because they are broken, out-of-date, have misfired or been wrongly administered)
- If a pupil needs to be taken to hospital, staff will stay with the pupil until the parent/carer arrives, or accompany the pupil to hospital by ambulance
- If the allergic reaction is mild (e.g. skin rash, itching or sneezing), the pupil will be monitored and the parents/carers informed

8. Adrenaline devices (ADs)

Birches Head Academy follows the Department of Health and Social Care guidance on the use of emergency adrenaline auto-injectors (ADs) in schools. The academy maintains procedures for the purchase, storage, maintenance, use and disposal of AAls to ensure a timely and effective response to suspected anaphylaxis.

8.1 Prescribed ADs

Pupils who are prescribed ADs are encouraged to keep them near or on their person at all times including when travelling to or from the academy and on academy trips. It is recommended that two devices are carried at all times. Pupils with prescribed ADs should take them home with them at the end of each academy day, and parents are responsible for ensuring that they are in date.

If a pupil cannot keep their ADs with them in the classroom (due to age or other considerations), then the devices will be stored:

- Stored in locations that enable a prompt response to a medical emergency across the academy site.
- Spare ADs will be kept separate from any pupil's own prescribed ADs, and clearly labelled to avoid confusion.
- Checked regularly to ensure they remain fit for use and are stored appropriately.

A copy of the pupil's allergy action plan is kept alongside their medication, as it includes instructions on how it should be used in an emergency.

Records of pupils prescribed adrenaline auto-injectors and associated Allergy Action Plans are maintained through the academy's medical recording systems, including Synergy. Medical information is reviewed at least annually and whenever a pupil's medical needs change. Parents/carers are responsible for ensuring that prescribed devices remain in date and are replaced before expiry. The academy will issue reminders where expiry dates are approaching, but overall responsibility remains with parents/carers.

8.2 Spare ADs and inhalers

Please note: current regulations only allow schools to purchase adrenaline auto-injectors (AAls) as spare devices. Non-injectable adrenaline devices (nasal spray) may be prescribed to individuals but cannot currently be stocked as a spare device. If an individual who is prescribed nasal adrenaline suffers anaphylaxis, a school's spare AAls may be used in an emergency. Schools can purchase an emergency asthma reliever inhaler which can only be used if the pupil's prescribed inhaler is not available and where written consent has been obtained.

The Allergy Safety Lead is responsible for sourcing spare AAls and the academy's emergency asthma inhaler, ensuring that supplies are replenished as required and stored in accordance with Department of Health and Social Care guidance.

Spare AAls will be obtained through a local community pharmacy using the academy's completed purchase documentation. The academy will maintain a minimum of two sets of spare AAls. The academy will purchase EpiPen devices for consistency of training and administration wherever possible.

Both junior and adult dose devices will be maintained where required by current guidance and the age profile of pupils attending the academy.

Spare AAls will be stored:

- In the Medical Room within Student Services
- In clearly labelled emergency medication locations accessible to trained staff at all times
- In locations that enable a rapid response anywhere on the academy site
- At room temperature, protected from direct sunlight and temperature extremes
- Separately from pupils' own prescribed medication to avoid confusion during an emergency.

Spare AAls will be kept:

- In pairs, in case a second one is necessary
- Separate from any pupils' prescribed ADs and clearly labelled to avoid confusion

The SENDCO and Medical Lead are responsible for:

- Checking monthly that spare ADs and the emergency asthma reliver inhaler are present and in date
- Obtaining replacement ADs when the expiry date is near

8.3 Disposal

ADs can only be used once. Once an AD has been used, it will be disposed of in line with the manufacturer's instructions.

8.4 Using spare ADs in an emergency situation without prior consent

The [Human Medicines \(Amendment\) Regulations 2017](#) do not require consent to have been obtained for spare adrenaline devices to be used in an emergency.

The academy will obtain advance consent from parents/carers or pupils for spare adrenaline devices to be used, so that in an emergency, consent can be assumed to be in place.

However, in an emergency situation, anyone may take reasonable action to save a life without checking whether prior consent has been given. This avoids potentially fatal delays in treatment.

8.5 Use of ADs off school premises

Pupils at risk of anaphylaxis who are able to administer their own adrenaline should carry their own ADs with them on academy trips and off-site events

- Pupils at risk of anaphylaxis who are able to administer their own AAI should carry their own AAI with them on academy trips and off-site events
- Where a pupil has been prescribed an AAI, visit leaders will ensure that appropriate medication accompanies the pupil during educational visits, sporting fixtures, enrichment activities and other off-site events. Spare AAIs held by the academy may also be taken where appropriate, subject to parental consent and in accordance with the pupil's allergy action plan and risk assessment. Staff accompanying the visit will be informed of any pupils at risk of anaphylaxis and will know how to access emergency medication and follow emergency procedures.

9. Serious incidents and 'near misses'

A **serious incident** is any event relating directly to a medical condition (including allergy) in which a pupil, member of staff or visitor with a medical condition or allergy is harmed or is placed at an immediate and significant risk of harm, including situations requiring emergency medication, urgent clinical intervention or attendance by emergency services.

A **'near miss'** is an event relating directly to a medical condition (including allergy) that did not result in harm but had the clear potential to do so – for example, where an error, omission, or system failure could reasonably have led to a serious incident had circumstances been only slightly different.

9.1 Incident recording

The academy will record serious incidents and 'near misses' relating to allergy safety as soon as is feasible. The incident will be recorded in the accident book, including the following information:

- Who was affected
- What happened, when and where
- Why the incident occurred (as far as is known)
- How staff and pupils responded and what was done to support the individual

- Whether emergency services were called
- How the incident concluded

All incidents and near misses relating to allergies, anaphylaxis, asthma and medical conditions will be recorded through the academy's established accident and medical recording systems. Records will be reviewed by the Allergy Safety Lead and, where appropriate, discussed with parents/carers, healthcare professionals and senior leaders to identify lessons learned and any required amendments to Individual Healthcare Plans, Allergy Action Plans or academy procedures.

The academy will approach serious incidents and 'near misses' in a 'no blame' spirit of seeking to learn lessons.

9.2 Incident reporting

The parents/carers of a pupil aged up to 16 should be notified of the incident or 'near miss' as soon as possible. In the case of a pupil aged 16 and over, the academy will confirm that the pupil agrees that their parents/carers should be informed.

The academy will share the report with the pupil's parents, the pupil or the individual involved.

They will be given the opportunity to discuss what happened and to contribute their views to the consequent lessons learned review. The academy will then confirm what we have learnt from the incident and outline any actions we are taking as a result.

In some cases, the impact of exposure to an allergen at school may be delayed and not recognised until the pupil is at home. This means that incident reporting is not limited to staff – the pupil, parents/carers or others (such as healthcare professionals) will need to report to the academy if there has been an incident with a delayed reaction.

Staff will always share the incident report with the designated senior leader responsible for pupils with a medical conditions and/or allergy. The allergy safety lead will consider whether the allergy safety arrangements in place were appropriate or if changes are needed to this policy and/or the pupil's IHP. Any learning will be shared appropriately with staff so they can act on them and reduce the chance of an incident reoccurring.

The academy will also share the report with other agencies in the following circumstances:

- With the Health and Safety Executive (HSE): incidents which arise directly out of the way the academy carried out a work activity which results in death or immediate hospitalization. For example, where a pupil has suffered harm after consuming an allergen due to incorrect preparation of food by a member of staff. [See [how to make a RIDDOR report](#)]

In the event that the incident or 'near miss' was related to the delivery of a care plan or action plan issued by a healthcare professional, the relevant healthcare professional will be notified.

10. Allergy awareness

10.1 Staff training

The academy ensures that all staff expected to be present during times when pupils are scheduled to be on site receive allergy awareness training at least annually. New starters will complete this training as part of their induction.

This includes permanent staff, temporary staff, supply teachers, peripatetic staff, agency workers and regular volunteers. It also includes catering staff and others who may oversee pupils at breakfast or after-school clubs. It does not include contractors carrying out work with no pupil-facing role such as builders, electricians or other ad hoc maintenance personnel.

The academy has purchased 'training pens' from EpiPen and Jext so staff can practise safely and be familiar with the differences.

The academy will conduct allergy safety drills annually. This is a simulated case of anaphylaxis to test out how staff respond, without risk to any individual. The results of the drill will be recorded and used to inform the ongoing review of this policy.

Allergy awareness training will ensure that all staff:

- Have an awareness of allergy, the risks it poses, how allergic reactions can occur and how to manage it
- Understand that allergy includes multiple conditions (food allergy, asthma, eczema, hay fever, others), which can co-exist
- Understand the difference between food allergy, coeliac disease and food intolerance
- Know where to find information on allergy triggers
- Can identify the range of symptoms of allergic reactions
- Understand and can recognise anaphylaxis
- Know how to respond in an emergency, including:
 - Calling emergency services and informing parents/carers
 - How to locate and administer emergency medication
 - How to use the medication/device in an emergency
- Understand the impact allergy can have on a pupil's wellbeing
- Understand the allergy safety policy
- Know how to check whether an individual is on the record of those with known allergy and how to use an allergy or asthma action plan
- Understand their responsibilities in reducing the risk of individuals with known allergy coming into contact with their known allergens
- Understand how to report an allergic reaction or case of anaphylaxis (whether an incident or a 'near miss')
- Annual allergy awareness training forms part of the academy's mandatory medical conditions training programme. This includes recognition of allergic reactions and anaphylaxis, practical instruction in the use of adrenaline auto-injectors, emergency response procedures and the location of emergency medication.
- New staff complete medical conditions and allergy awareness training as part of their induction programme. Supply staff, agency staff and regular volunteers are provided with essential medical and allergy information relevant to the pupils they supervise.

10.2 Awareness of allergy safety policy

This allergy safety policy will be published on the academy's website and shared with parents/carers at the start of the academy year.

All staff should be aware of and understand the policy as part of annual allergy awareness training.

The academy promotes allergy awareness through assemblies, tutor activities, personal development opportunities and day-to-day reminders from staff. Pupils are taught the importance of not sharing food, recognising the seriousness of allergies, understanding the risks of anaphylaxis and knowing how to seek help in an emergency.

Age-appropriate resources may be used to reinforce understanding of allergies, inclusion and respect for those with medical conditions. The academy will also promote awareness campaigns during relevant national health awareness events where appropriate.

11. Wellbeing

Pupils with allergies can experience bullying and may also suffer from anxiety and depression relating to their allergy.

Pupils with allergies will have additional support through:

- Pastoral care
- Regular check-ins with their class teacher/form tutor/pastoral teams
- Reassurance that steps are being taken to minimise the risks of exposure to allergen and that robust measures are in place in the event of anaphylaxis

The academy will respond to any instance of bullying in line with its behavior policy.

11.1 Wellbeing support following an incident or 'near miss'

The academy recognises that an incident or a 'near miss' is a serious event with a potential impact not only on the pupil but their family, those involved in responding, and any witnesses. The academy will provide support to those involved.

The academy will support staff involved in any incident or 'near miss'.

See section 9 of the policy for more detail on incidents and 'near misses'.

12. Information sharing

Information about an individual's health is considered special category data under UK GDPR. It will therefore be handled in line with our data protection policy.

13. Monitoring arrangements

The arrangements set out in this policy will be monitored by the allergy safety lead.

The board of trustees will review and approve this policy annually, or more frequently if a serious incident or 'near miss' identifies an area for improvement.

14. Links to other policies

This policy links to the following policies and procedures:

- Health and safety policy
- Supporting pupils with medical conditions policy
- Data protection policy

- Behavior policy