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PRENTON HIGH SCHOOL

Allergy and Anaphylaxis Policy

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1 AIMS

This policy aims to:

- Set out Prenton High School's approach to allergy management, including reducing exposure risks and emergency procedures
- Ensure the wellbeing, safety, and inclusion of students with allergies
- Promote and maintain allergy awareness across the school community

2 LEGISLATION AND GUIDANCE

This policy is based on:

- DfE guidance on supporting students with medical conditions
- Department of Health and Social Care's guidance on emergency adrenaline auto-injectors in schools
- The Food Information Regulations 2014
- The Food Information (Amendment) (England) Regulations 2019

3 ROLES AND RESPONSIBILITIES

We take a whole-school approach to allergy awareness.

3.1 Allergy Lead

The nominated allergy lead is Helen Sanderson, Operations Manager.

They are responsible for:

- Promoting allergy awareness school-wide
- Maintaining accurate records of student allergies and dietary needs
- Ensuring allergy action plans are in place for relevant students
- Ensuring staff are trained and aware of allergy protocols
- Managing the supply and upkeep of the school's AAIs
- Reviewing and updating the policy regularly

3.2 First Aid trained staff

Responsible for:

- Coordinating allergy-related documentation with families
- Ensuring medication is available and up to date
- Checking expiry dates of spare AAIs
- Supporting the allergy lead with medical-related duties

3.3 Teaching and Support Staff

Staff are responsible for:

- Promoting allergy awareness among students
- Recognising allergic reaction and anaphylaxis symptoms
- Considering allergens in lesson planning
- Ensuring the wellbeing and inclusion of students with allergies

3.4 Parents/Carers

Parents/carers are expected to:

- Inform the school of their child's allergy and medical needs
- Provide 2 in-date AAIs and any additional required medication
- Minimise allergens in packed lunches and snacks
- Follow school guidance on food brought in
- Notify the school of any changes in condition

3.5 Students with Allergies

Expected to:

- Be aware of their allergens and how to avoid them
- Know how and when to use their AAI
- If age-appropriate, carry their AAI and use it responsibly

3.6 Students without Allergies

Expected to:

- Show awareness and respect for allergy risks affecting peers
- Support a safe environment for all students

4 ASSESSING RISK

Risk assessments will be carried out for students at risk of anaphylaxis during:

- Food technology or science practical lesson involving food
- Off-site trips or animal handling experiences
- Events where food is served or shared
- Activities involving guide dogs or animals

5 MANAGING RISK

5.1 Hygiene Procedures

- Students must wash hands before and after eating
- No food or drink sharing is permitted

5.2 Catering

- Catering is provided by Chartwells who follow the 'Chartwells Medical Diet Policy'
- Menus are available with allergens clearly labelled
- Menu changes continue to meet dietary needs
- Allergen information on the "top 14" allergens is provided in line with FSA requirements
- Strict hygiene protocols are followed to avoid cross-contamination
- Chartwells are provided with details of individual students and their allergies including prescribed emergency treatment.

5.3 Events and School Trips

- No student with allergies will be excluded from events

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- All staff involved will be made aware of students' allergies and trained accordingly
- AAI procedures will be followed off-site (see section 7.5)

6 PROCEDURES FOR HANDLING AN ALLERGIC REACTION

6.1 Register of Students with AAIs

The school maintains a register within Arbor with:

- Known allergens and prescribed AAIs
- Type and dose of AAI
- Parental consent for using spare AAI
- Photo identification (with parental consent)

6.2 Allergic Reaction Procedures

- Staff are trained to recognise and respond to reactions
- Staff will follow the student's allergy action plan
- If needed, the student's own AAI or the school's spare will be used
- In the absence of a plan, emergency protocols will be followed
- AAI will be administered if prescribed, then emergency services contacted
- Staff will accompany student to hospital if necessary
- Parents/carers will be informed immediately

7 ADRENALINE AUTO-INJECTORS (AAIS)

7.1 Purchasing of Spare AAIs

- AAIs will be sourced from a local pharmacy
- A single brand is preferred for ease of use
- Doses will be chosen based on Resuscitation Council UK criteria

7.2 Storage

- Stored at room temperature away from sunlight
- Accessible to staff at all times but out of student reach
- Clearly labelled and separate from personal AAIs

7.3 Maintenance

Helen Sanderson and main office team will:

- Check AAIs monthly
- Replace any near expiry

7.4 Disposal

Used AAIs will be disposed of per manufacturer instructions (e.g. via sharps bin).

7.5 Use of AAIs Off School Premises

- Students capable of self-administering will carry their AAI
- Staff will carry spare AAIs on trips where appropriate

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7.6 Emergency Anaphylaxis Kit

The school holds a kit including:

- Spare AAIs
- Instructions and manufacturer's guidelines
- Checklist with batch and expiry dates
- Records of administration and list of eligible students

8 TRAINING

All staff are trained on:

- Allergen prevention and response
- Spotting signs of reactions and anaphylaxis
- Administering AAIs
- Inclusion and safeguarding of students with allergies

Training occurs annually by way of first aid refresher training and three yearly for accredited first aid training.

9 LINKS TO OTHER POLICIES

This policy links to:

- Health and Safety Joint Academy Policy
- Chartwells Medical Diets: Our Policy in Secondary Schools

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APPENDIX - CHARTWELLS MEDICAL DIETS: OUR POLICY IN SECONDARY SCHOOLS



Chartwells Medical Diets: Our Policy in Secondary Schools

For young people affected by an allergy, intolerance or other medical dietary requirement, it is vitally important that they develop the skills they need to make safe food choices in all environments, whether at home, in school or other out-of-home settings.

At Chartwells, we believe it is important that young people recognise their responsibility to manage their dietary requirements as soon as they are able to. For many pupils, the progression into secondary education provides a welcome opportunity for this development, as they can take greater control of their diet and make their own informed choices about what, when and where to eat.

As such, Chartwells do not prepare managed medical diet menus for secondary age pupils. Instead, our focus is on providing a broad mix of balanced meal options that will enable all pupils to choose a nutritious school lunch, regardless of their dietary requirements or preferences.

To support pupils with medical dietary needs, so that they can make safe choices:

- We adhere to strict food safety regulations. This includes the provision of information about the presence of the 14 legal allergens in every dish on our menus.
- We encourage pupils to ask about allergens; our teams will be happy to support.
- We can provide nutrient counts for every dish on our menu to pupils who need to monitor nutritional intake for medical reasons (for example, carbohydrate counts for pupils with diabetes).
- We offer allergen-focussed education workshops as part of our Beyond the Chartwells Kitchen programme, to educate pupils and raise awareness across the school (contact your local Chartwells team to book).

For pupils with very specific, complex requirements or for those who are not reasonably able to take responsibility for managing their diet themselves, we recommend that parents contact the Chartwells Medical Diets team, who will be happy to advise and assist where possible, on a case by-case basis.

Please refer to the full Chartwells Medical Diet Policy for more details.

Regarding Secondary schools, Chartwells Medical Diet Policy states (point 3.9):

Medical diet menus will not be prepared by the central Chartwells nutrition team for customers in Secondary or Higher and Further education settings. We believe that our menus in Secondary, Higher and Further education provide sufficient choice to allow customers to manage their own medical diets. Chartwells will ensure that allergy reports are always available to customers which will allow them to make informed menu choices. This is in line with other out of home catering settings.

For further information please contact your local Chartwells representative.

Alternatively, you can contact the Chartwells medical diets team:

chartwells.medicaldiets@compass-group.co.uk