

The logo for IncludedEd Learning features the word "Included" in teal, "Ed" in purple, and "Learning" in teal. The letters "i" and "L" have small purple dots above them. The entire logo is enclosed in a thin purple rectangular border.

includedEd Learning

Independent Specialist Education Provider



ALLERGY SAFETY POLICY

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→ 1. Aims

This policy aims to:

- Set out our school'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 school supports pupils with allergies to ensure their wellbeing and inclusion
- Promote and maintain allergy awareness among the school 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:

- [The Food Information Regulations 2014](#)
- [The Food Information \(Amendment\) \(England\) Regulations 2019](#)

→ 3. Roles and Responsibilities

The Advisory Panel

The Advisory Panel is responsible for ensuring:

- Risks relating to pupils with allergy are included in the risk register and actively managed
- The school 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

The Advisory Panel delegates the day-to-day implementation of this policy to the allergy safety lead.

Allergy safety lead

The nominated allergy safety lead is Adeel Kean who has pastoral/welfare responsibilities.

They're responsible for:

- Implementing this allergy safety policy
- Reviewing the allergy safety policy at least annually, updating it when needed, and making sure it is published
- Promoting and maintaining allergy awareness across our school community
- 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 school'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

Head of School

The head 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 school's medical conditions policy or whether an IHP is required to specify arrangements that reflect the pupil's circumstances
- At least 2 named volunteers among school staff:
 - ➔ Emily Hales and Cameron Bellfield-Simmons 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

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

Parents/carers

Parents/carers are responsible for:

- Being aware of our school's allergy safety policy
- Providing the school 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 school's guidance on food brought in to be shared
- Updating the school on any changes to their child's condition

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

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

Identifying pupils at risk

We will:

- For new starters, send a form to all parent/carers of pupils after their place at the school has been confirmed, but before their first school 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 school 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 school on **07380292211/07380484818** or an email to **noreen@includedlearning.co.uk** if their child's medical needs change during the school year.

Identifying staff and visitors at risk

- Ask new staff to provide details of their allergies in advance of their start date
- Ask visitors to provide details of their allergies in advance of their visit

Individual healthcare plans (IHP)

Pupils should have an IHP if they:

- Have an allergy which has a functional impact on them in the school 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 school 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 school.

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 school, or pose no risk to the pupil. Some allergies will not require arrangements which are additional to or different from those made generally.

The head 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 school's medical conditions policy or whether an IHP is required to specify arrangements that reflect the pupil's circumstances.

The school 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 school's 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.

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 pupil's IHP. Whenever the allergy action plan is updated, the pupil's IHP should be reviewed to incorporate it.

Register of pupils with known allergies

The school 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
- A photograph of each pupil to allow a visual check to be made
- The register is kept in the main office and in the kitchen and can be checked quickly by any member of staff as part of initiating an emergency response

Allowing all pupils to keep their ADs with them will reduce delays and allows for confirmation of consent without the need to check the register.

→ 5. Assessing risk

The school 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 school 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

Minimising risk

Our approach to risk reduction must be specific to the school.

Hygiene procedures

The measures we will take to prevent contamination in the school, such as:

- Pupils are reminded to wash their hands before and after eating
- Sharing of food, food containers, and food utensils is not allowed

- Pupils have their own named water bottles, and lunch boxes provided to pupils with food allergies will be clearly labelled with the name of the child for whom they are intended
- Where food is not directly provided by the school, parental engagement and permission will be sought in advance

Catering

The school 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
- The school will engage with caterers to understand the controls in place to ensure that food service complies with relevant requirements
- School 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 school 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 school, staff will understand how to read labels for food allergens
- Catering staff follow hygiene and allergy procedures when preparing food to avoid cross-contamination

Insect bites/stings

When outdoors:

- Shoes should always be worn
- Food and drink should be covered

Animals

Hygiene procedures for managing allergies to animals such as dogs, for example:

- All pupils will always wash hands after interacting with animals to avoid putting pupils with allergies at risk through later contact
- Pupils with animal allergies will not interact with animals

Visits and trips

- No pupils with allergies will be excluded from taking part
- The school will plan accordingly for all visits and trips, and arrange for the staff members involved to be aware of pupils' allergies and to have received appropriate training
- The school will conduct a risk assessment for any pupil at risk of anaphylaxis taking part in a school trip
- Pupils at risk of anaphylaxis should have their own ADs with them
- Staff trained to administer adrenaline in an emergency will be present on the school trip
- Appropriate measures will be taken in line with the school's AD protocols for off-site events and school trips (see section 8)

→ 7. Procedures for handling an allergic reaction

- 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 school AD device will only be used if:
 - The pupil does not have a prescribed AD
 - The pupil's prescribed AD are not available or misfire

→ 8. Adrenaline devices (ADs)

Following the Department of Health and Social Care's Guidance on using [emergency adrenaline auto-injectors in schools](#), the following procedures for ADs, will be set out:

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 school and on school 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 school 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:

They should be stored:

- In an appropriate central location that is unlocked and accessible at all times
- **No more than** 5 minutes away from where they may be needed
- Kept at room temperature (in line with manufacturer's guidelines), protected from direct sunlight and extremes of temperature

Pupils with prescribed ADs should have rapid access to their devices at all times. This includes while travelling to and from school; in the lunch area, playground and sports fields; or when on visits or trips].

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.

- Pupils and parents/carers to take individually prescribed ADs home (for example, at the end of the day for the journey home) and for checking that they remain in date
- Records will be kept of which pupils have been provided with prescribed adrenaline (and an allergy action plan)

Spare ADs and inhalers

Please note: current regulations only allow schools to purchase adrenaline auto-injectors (AAIs) 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 AAIs 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 ADs [and an emergency asthma reliever inhaler] and ensuring they are stored according to the guidance.

Insert procedures for buying spare ADs. For example:

- Where the ADs will be sourced (i.e. a local pharmacy)
- The number of ADs required
- Which brand(s) of ADs are purchased (schools are recommended to buy a single brand to avoid confusion)
- The dosage required (based on Resuscitation Council UK's age-based criteria, see page 11 of [the AAI guidance](#))

Spare ADs will be stored:

In the office in the main school building that is unlocked and accessible to **staff only** at all times

- **No more than** 5 minutes away from where they may be needed (larger schools may require ADs to be stored in multiple locations, such as near the dining area and playground)
- Kept at room temperature (in line with manufacturer's guidelines), protected from direct sunlight and extremes of temperature

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

Adeel Kean and Emily Hales 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

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 (for example, in a sharps bin for collection by the local council).

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 school 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.

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 school trips and off-site events

First Aiders will Insert take spare ADs for emergency use on school trips and off-site events.

→ 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.

Incident recording

The school 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

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

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 school will confirm that the pupil agrees that their parents/carers should be informed.

The school 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 school 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 school if there has been an incident with a delayed reaction.

Staff will always share the incident report with head of school. 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 school 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 school 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. [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

Staff training

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

The school 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 school's 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')

Awareness of allergy safety policy

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

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

→ 11. Wellbeing

Pupils with allergies can experience bullying and may also suffer from anxiety and depression relating to their allergy. We will support your child in line with the school's behaviour policy and our anti bullying policy.

Pupils with allergies will have additional support through:

- Pastoral care
- Regular check-ins with their form tutor and support staff.
- 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 school will respond to any instance of bullying in line with its behavior policy.

Wellbeing support following an incident or 'near miss'

The school 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 school will provide support to those involved.

The school 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

This policy will be monitored by the allergy safety lead and the head

It will be reviewed and approved annually by the allergy safety lead and the head, 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
- Health Eating policy
- Data protection policy
- Behavior and Communication policy
- Mental Health and Wellbeing policy

Approved by:	Adeel Kean Noreen Khan	Date: 01.09.26
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Last reviewed on:	31/08/25
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Next review due by:	31/08/27
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→ Appendix 1. GENERIC ALLERGY ACTION PLAN (for non AAI use)

BSACI Improving Allergy Care through education, training and research	ALLERGY ACTION PLAN	RCPCH Royal College of Paediatrics and Child Health Leading the way in Children's Health			
This child/young person has the following allergies:					
Name: DOB:	Watch for signs of ANAPHYLAXIS (a potentially life-threatening allergic reaction) Anaphylaxis may occur without skin symptoms: ALWAYS consider anaphylaxis in someone with known food allergy who has SUDDEN DIFFICULTY IN BREATHING <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; vertical-align: top;"> A AIRWAY - Persistent cough - Hoarse voice - Difficulty swallowing - Swollen tongue </td> <td style="width: 33%; vertical-align: top;"> B BREATHING - Difficult or noisy breathing - Wheeze or persistent cough </td> <td style="width: 33%; vertical-align: top;"> C CONSCIOUSNESS - Persistent dizziness - Pale or floppy - Suddenly sleepy - Collapse/unconscious </td> </tr> </table> IF ANY ONE (OR MORE) OF THESE SIGNS ABOVE ARE PRESENT: 1 Lie flat with legs raised (if breathing is difficult, allow person to sit) 2 Dial 999 for ambulance and say ANAPHYLAXIS ("ANA-FIL-AX-IS") 3 In a school with "spare" back-up adrenaline autoinjectors, ADMINISTER the SPARE AUTOINJECTOR if available 4 Stay with child/young person until ambulance arrives, do NOT stand them up 5 Phone parent/emergency contact. Phone parent/emergency contact. If you are on your own, call a friend or relative and ask them to come over. 6 Commence CPR if there are no signs of life *** IF IN DOUBT, GIVE ADRENALINE *** You can dial 999 from any phone, even if there is no credit left on a mobile. Medical observation in hospital is recommended after anaphylaxis. For more information about managing anaphylaxis in schools and "spare" back-up adrenaline autoinjectors, visit: sparepensinschools.uk		A AIRWAY - Persistent cough - Hoarse voice - Difficulty swallowing - Swollen tongue	B BREATHING - Difficult or noisy breathing - Wheeze or persistent cough	C CONSCIOUSNESS - Persistent dizziness - Pale or floppy - Suddenly sleepy - Collapse/unconscious
A AIRWAY - Persistent cough - Hoarse voice - Difficulty swallowing - Swollen tongue	B BREATHING - Difficult or noisy breathing - Wheeze or persistent cough	C CONSCIOUSNESS - Persistent dizziness - Pale or floppy - Suddenly sleepy - Collapse/unconscious			
Mild/moderate reaction: - Swollen lips, face or eyes - Itchy/tingling mouth - Mild throat tightness - Hives or itchy skin rash - Abdominal pain or vomiting - Sudden change in behaviour Action to take: - Stay with person, call for help if needed - Locate adrenaline autoinjector(s) - Give antihistamine: Loratadine 5mg (If vomited, can repeat dose) - Phone parent/emergency contact - Do not take a shower to help with itchy skin, this can worsen the reaction	Emergency contact details: 1) Name: 2) Name: 				
Parental consent: I hereby authorise school staff to administer the medicines listed on this plan, in accordance with Department of Health Guidance on the use of AAI's in schools. Signed: Print name: Date: Consent is required for children under 16 years (and for young people over 16 unable to give consent themselves) except in an unforeseen emergency For more information about managing anaphylaxis in schools and "spare" adrenaline autoinjectors, visit: sparepensinschools.uk					
Additional instructions: If wheezy due to an allergic reaction, DIAL 999 and GIVE ADRENALINE using a "back-up" adrenaline autoinjector if available, then use asthma reliever (e.g. blue puffer) via spacer, if prescribed					
This BSACI Action Plan for Allergic Reactions is for children and young people with mild food allergies, who need to avoid certain allergens. For children/young adults at risk of anaphylaxis and who have been prescribed an adrenaline autoinjector device, there are BSACI Action Plans which include instructions for adrenaline autoinjectors. These can be downloaded at bsaci.org For further information, consult NICE Clinical Guidance CG116 Food allergy in children and young people at guidance.nice.org.uk/CG116					
This is a medical document to be completed by a healthcare professional. It must not be altered without their permission. This document provides medical authorisation for schools to administer a "spare" back-up adrenaline autoinjector if needed, as permitted by the Human Medicines (Amendment) Regulations 2017. The healthcare professional named below confirms that there are no medical contra-indications to the above-named child being administered an adrenaline autoinjector by school staff in an emergency. This plan has been prepared by: Sign & print name: Hospital/Clinic: Date: 					

→ Appendix 2. EPI PEN - ALLERGY ACTION PLAN

BSACI Improving Allergy Care Incorporating, testing and research ALLERGY ACTION PLAN RCPCH Royal College of Paediatrics and Child Health Leading the way in Children's Health anaphylaxis UK anaphylaxisUK				
This child/young person has the following allergies:				
Name: DOB: 	Watch for signs of ANAPHYLAXIS (a potentially life-threatening allergic reaction) Anaphylaxis may occur without skin symptoms: ALWAYS consider anaphylaxis in someone with known food allergy who has SUDDEN DIFFICULTY IN BREATHING <table border="0" style="width: 100%; font-size: 12px;"> <tr> <td style="width: 33%; vertical-align: top;"> A AIRWAY - Persistent cough - Hoarse voice - Difficulty swallowing - Swollen tongue </td> <td style="width: 33%; vertical-align: top;"> B BREATHING - Difficult or noisy breathing - Wheeze or persistent cough </td> <td style="width: 33%; vertical-align: top;"> C CONSCIOUSNESS - Persistent dizziness - Pale or floppy - Suddenly sleepy - Collapse/unconscious </td> </tr> </table> IF ANY ONE (OR MORE) OF THESE SIGNS ABOVE ARE PRESENT: 1 Lie flat with legs raised (if breathing is difficult, allow person to sit) ✓ ✓ ✗ 2 Use Adrenaline autoinjector without delay (eg. EpiPen®) (Dose: mg) 3 Dial 999 for ambulance and say ANAPHYLAXIS ("ANA-FIL-AX-IS") *** IF IN DOUBT, GIVE ADRENALINE *** AFTER GIVING ADRENALINE: 1. Stay with child/young person until ambulance arrives, do NOT stand them up. Keep them lying down, even if things seem to be getting better. 2. Phone parent/emergency contact. If you are on your own, call a friend or relative and ask them to come over. 3. If no improvement after 5 minutes, give a further adrenaline dose using a second autoinjector device, if available. Commence CPR if there are no signs of life You can dial 999 from any phone, even if there is no credit left on a mobile. Medical observation in hospital is recommended after anaphylaxis.	A AIRWAY - Persistent cough - Hoarse voice - Difficulty swallowing - Swollen tongue	B BREATHING - Difficult or noisy breathing - Wheeze or persistent cough	C CONSCIOUSNESS - Persistent dizziness - Pale or floppy - Suddenly sleepy - Collapse/unconscious
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Mild/moderate reaction: - Swollen lips, face or eyes - Itchy/tingling mouth - Mild throat tightness - Hives or itchy skin rash - Abdominal pain or vomiting - Sudden change in behaviour Action to take: - Stay with person, call for help if needed - Locate adrenaline autoinjector(s) - Give antihistamine: Loratadine 5mg (If vomited, can repeat dose) - Phone parent/emergency contact - Do not take a shower to help with itchy skin, this can worsen the reaction	Emergency contact details: 1) Name: 2) Name: Parental consent: I hereby authorise school staff to administer the medicines listed on this plan, in accordance with Department of Health Guidance on the use of AAls in schools. Signed: Print name: Date: Consent is required for children under 16 years (and for young people over 16 unable to give consent themselves) except in an unforeseen emergency For more information about managing anaphylaxis in schools and "spare" adrenaline autoinjectors, visit: sparepensinschools.uk			
How to give EpiPen® 1 PULL OFF BLUE SAFETY CAP and grasp EpiPen. Remember: "blue to sky, orange to the thigh" 2 Hold leg still and PLACE ORANGE END against mid-outer thigh "with or without clothing" 3 PUSH DOWN HARD until a click is heard or felt and hold in place for 3 seconds. Remove EpiPen. Additional instructions: If wheezy due to an allergic reaction, GIVE ADRENALINE FIRST and then asthma reliever (e.g. blue puffer) via spacer, if prescribed				
This is a medical document to be completed by a healthcare professional. It must not be altered without their permission. This document provides medical authorisation for schools to administer a 'spare' back-up adrenaline autoinjector if needed, as permitted by the Human Medicines (Amendment) Regulations 2017. During travel, adrenaline auto-injector devices must be carried in hand-luggage or on the person, and NOT in the luggage hold. This action plan and medical authorisation to carry emergency autoinjectors has been prepared by: Sign & print name: Hospital/Clinic: Date: 				

→ Appendix 3. JEXT PEN - ALLERGY ACTION PLAN

BSACI Improving Allergy Care Research • Education • Training • Collaboration ALLERGY ACTION PLAN RCPCH Royal College of Paediatrics and Child Health Leading the way in Children's Health anaphylaxis UK AllergyUK				
This young person has the following allergies:				
Name: DOB: 	Watch for signs of ANAPHYLAXIS (a potentially life-threatening allergic reaction) Anaphylaxis may occur without skin symptoms: ALWAYS consider anaphylaxis in someone with known food allergy who has SUDDEN DIFFICULTY IN BREATHING <table style="width: 100%; font-size: 0.8em;"> <tr> <td style="width: 33%; vertical-align: top;"> A AIRWAY - Persistent cough - Hoarse voice - Difficulty swallowing - Swollen tongue </td> <td style="width: 33%; vertical-align: top;"> B BREATHING - Difficult or noisy breathing - Wheeze or persistent cough </td> <td style="width: 33%; vertical-align: top;"> C CONSCIOUSNESS - Persistent dizziness - Pale or floppy - Suddenly sleepy - Collapse/unconscious </td> </tr> </table> IF ANY ONE (OR MORE) OF THESE SIGNS ABOVE ARE PRESENT: 1 Lie flat with legs raised (if breathing is difficult, allow person to sit) 2 Use Adrenaline autoinjector <u>without delay</u> (eg. JEXT®) (Dose: mg) 3 Dial 999 for ambulance and say ANAPHYLAXIS ("ANA-FIL-AX-IS") *** IF IN DOUBT, GIVE ADRENALINE *** AFTER GIVING ADRENALINE: 1. Stay with child/young person until ambulance arrives, do NOT stand them up. Keep them lying down, even if things seem to be getting better. 2. Phone parent/emergency contact. If you are on your own, call a friend or relative and ask them to come over. 3. If no improvement after 5 minutes, give a further adrenaline dose using a second autoinjector device, if available. Commence CPR if there are no signs of life You can dial 999 from any phone, even if there is no credit left on a mobile. Medical observation in hospital is recommended after anaphylaxis.	A AIRWAY - Persistent cough - Hoarse voice - Difficulty swallowing - Swollen tongue	B BREATHING - Difficult or noisy breathing - Wheeze or persistent cough	C CONSCIOUSNESS - Persistent dizziness - Pale or floppy - Suddenly sleepy - Collapse/unconscious
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How to give JEXT® 1 Form fist around Jext® and PULL OFF YELLOW SAFETY CAP 2 PLACE BLACK END against outer thigh (with or without clothing) 3 PUSH DOWN HARD until a click is heard or felt and hold in place for 10 seconds 4 REMOVE Jext®. Massage injection site for 10 seconds Additional instructions: If wheezy due to an allergic reaction, GIVE ADRENALINE FIRST and then asthma reliever (e.g. blue puffer) via spacer, if prescribed.				
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BSACI ALLERGY ACTION PLAN

BSACI
Improving Allergy Care
through education, training and research

This child/young person has the following allergies:

Name:

DOB:

Mild/moderate reaction:

- Swollen lips, face or eyes
- Itchy/tingling mouth
- Mild throat tightness
- Hives or itchy skin rash
- Abdominal pain or vomiting
- Sudden change in behaviour

Action to take:

- Stay with person, call for help if needed
- Locate EURNeffy® nasal device
- Give antihistamine:

.....

(If vomited, can repeat dose)

- Phone parent/emergency contact
- Do not take a shower to help with itchy skin, this can worsen the reaction

Watch for signs of ANAPHYLAXIS

(a potentially life-threatening allergic reaction)

Anaphylaxis may occur without skin symptoms: ALWAYS consider anaphylaxis in someone with known food allergy who has **SUDDEN DIFFICULTY IN BREATHING**

A AIRWAY

- Persistent cough
- Hoarse voice
- Difficulty swallowing
- Swollen tongue

B BREATHING

- Difficult or noisy breathing
- Wheeze or persistent cough

C CONSCIOUSNESS

- Persistent dizziness
- Pale or floppy
- Suddenly sleepy
- Collapse/unconscious

IF ANY ONE (OR MORE) OF THESE SIGNS ABOVE ARE PRESENT:

- 1 Lie flat with legs raised (if breathing is difficult, allow person to sit)



- 2 Use EURNeffy® nasal device without delay

- 3 Dial 999 for ambulance and say ANAPHYLAXIS ("ANA-FIL-AX-IS")

*** IF IN DOUBT, GIVE ADRENALINE ***

AFTER GIVING ADRENALINE:

1. Stay with child/young person until ambulance arrives, **do NOT stand them up**. Keep them lying down, even if things seem to be getting better.
2. Phone parent/emergency contact. If you are on your own, call a friend or relative and ask them to come over.
3. If no improvement after 5 minutes, give a further adrenaline dose using a second EURNeffy device into the same nostril. Further adrenaline can also be given using a "spare" adrenaline autoinjector device, if available.

Parental consent: I hereby authorise school staff to administer the medicines listed on this plan, in accordance with DHSC Guidance on the use of Emergency Adrenaline in schools.

Signed

Print name:

Date:

Consent is required for children under 16 years (and for young people over 16 unable to give consent themselves) except in an unforeseen emergency

Emergency contact details

1) Name



2) Name



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1. Hold the nasal device as shown with your thumb on the bottom of the plunger



2. Insert the tip of nasal spray into the nostril until your fingers just touch your nose. Point as shown.



3. Press plunger firmly UPWARDS, telling the person to breathe normally.

Additional instructions:

If there is any wheezing or difficulty in breathing, **GIVE ADRENALINE FIRST** followed by a prescribed reliever, (with a spacer if needed or available)

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Sign & print name :

Hospital/Clinic:



Date:

For more information about managing anaphylaxis in schools and "spare" adrenaline autoinjectors, visit: sparepensinschools.uk