



00



LEICESTER THERAPEUTIC SCHOOL

BUILDING FOUNDATIONS THROUGH NURTURE AND MINDSET

Allergy Management Policy

Policy Owner	Leicester Therapeutic School
Date Published	August 2026
Date of Next Review	August 2027
Circulation	All Staff and Website

Safeguarding at Leicester Therapeutic School

At Leicester Therapeutic School, we are committed to providing an environment in which students feel safe and secure to access their education. All stakeholders are responsible for ensuring the safety and well-being of children. Safeguarding is everyone's responsibility, and all staff are encouraged to maintain an "it could happen here" attitude. We recognise our responsibility to safeguard all who access school and promote the welfare of all our pupils by protecting them from physical, sexual, and emotional abuse, neglect, and bullying. Leicester Therapeutic School are dedicated to creating a strong safeguarding culture, and that the safety and well-being of children is the central thread that embeds itself through all aspects of the school. If a person is concerned about anything they read, witness, or hear with regards to the school, they should contact the school's designated safeguarding lead immediately or Headteacher. Safeguarding, and the safety and well-being of all pupils at Leicester Therapeutic School is carefully considered and a central theme through all school policies.

Special Educational Needs & Disabilities (SEND) at Leicester Therapeutic School

At Leicester Therapeutic School, we are passionate about providing an inclusive education to children with special educational needs. We recognise and celebrate the individuality of our pupils and use personalised approaches, allowing pupils with SEND to feel supported during the school day. We strive to provide pupils with the same opportunities and experiences that pupils would have received at a mainstream school, believing passionately that in the right environment, with the right support, pupils will flourish in education. We do this by focusing on providing a SEND friendly environment, an adapted curriculum, and a strong focus on developing pupils' personal, social, and emotional development. The special educational needs and disabilities of all pupils at Leicester Therapeutic School is carefully considered and a central theme in through all school policies. For more information, please read the school's SEND Information Report.

General statement of Intent

Leicester Therapeutic School is committed to providing a safe, inclusive and supportive environment for all pupils, including those with allergies and medical conditions. As a specialist SEND primary school, we recognise that many pupils may be unable to independently identify, communicate or manage symptoms of an allergic reaction or other medical condition.

The school will take all reasonable steps to safeguard pupils and ensure that children with allergies and medical conditions are able to participate fully in all aspects of school life.

Legal Requirements

- The Children and Families Act 2014
- The Equality Act 2010
- Supporting Pupils at School with Medical Conditions statutory guidance
- SEND Code of Practice
- Statutory Allergy Guidance (September 2026 onwards)

Aims

The aims of this policy are to:

- Support pupils with medical conditions and allergies safely and effectively.
- Ensure staff understand their responsibilities.
- Reduce the risk of allergic reactions occurring in school.
- Ensure rapid and effective emergency responses.
- Promote inclusion and equal access to education.
- Establish clear procedures for recording incidents and learning from them.
- Work collaboratively with parents, carers and healthcare professionals.

Scope

This policy applies to:

- All pupils.
- All staff.
- Governors and trustees.
- Volunteers and students.
- Contractors working on site.

Roles and Responsibilities

The Governing Body will:

- Ensure appropriate medical conditions procedures are in place.
- Monitor implementation of this policy.
- Ensure adequate staffing, training and resources are available.
- Ensure emergency medication is maintained and replaced before expiry.

The Headteacher will:

- Ensure this policy is implemented effectively.
- Maintain oversight of allergy and medical condition procedures.
- Ensure staff receive appropriate training.
- Ensure Individual Healthcare Plans (IHPs) are developed and reviewed.
- Ensure emergency incidents are investigated and recorded.

The office Manager will:

- Coordinate healthcare arrangements.
- Maintain records of pupils' medical needs.
- Liaise with parents, carers and health professionals.
- Monitor medication storage and expiry dates.
- Coordinate staff training in conjunction with the Deputy Headteacher

All staff must:

- Be aware of pupils with medical conditions and allergies.
- Complete required medical and allergy awareness training.
- Know emergency procedures.
- Act immediately when an allergic reaction is suspected.
- Follow Individual Healthcare Plans.

Parents must never be contacted before emergency treatment is administered where anaphylaxis is suspected.

Parents and carers are responsible for:

- Informing the school of medical conditions.
- Providing accurate medical information.
- Supplying in-date prescribed medication where required.

- Participating in reviews of healthcare plans.
- Informing the school of any changes in medical needs.

Identification of Medical Needs

Upon admission and whenever a medical need is diagnosed:

- Parents will provide relevant medical information.
- Medical evidence will be obtained where appropriate.
- The school will assess support requirements.
- An Individual Healthcare Plan/risk assessment will be developed when necessary.

Particular attention will be given to pupils whose SEND may affect their ability to recognise, communicate or respond to symptoms.

Individual Healthcare Plans (IHP)

An Individual Healthcare Plan will be developed for pupils with significant medical needs, including severe allergies.

Plans may include:

- Medical diagnosis.
- Known allergens or triggers.
- Signs and symptoms.
- Medication requirements.
- Emergency procedures.
- Dietary arrangements.
- Risk assessments.
- Communication methods appropriate to the pupil's needs.
- Staff responsibilities.

Plans will be reviewed:

- At least annually.
- Following any significant medical change.
- Following a medical emergency.

Allergy Management

The school recognises that allergies can be life-threatening.

Risk Reduction Measures

The school will:

- Record all known allergies.
- Share relevant information with staff on a need-to-know basis.
- Assess classroom and sensory activities for allergen risks.
- Monitor food preparation and serving arrangements.
- Implement safe cleaning procedures.
- Undertake risk assessments for trips and off-site visits.
- Consider individual needs during special events and celebrations.

As a SEND setting, additional support may be implemented where pupils:

- Mouth objects.
- Display sensory-seeking behaviours.
- Have pica or other eating-related difficulties.
- Lack awareness of risk.

The school cannot guarantee an allergen-free environment but will take reasonable steps to minimise risk.

Emergency Medication

Prescribed Medication

Pupils' prescribed adrenaline auto-injectors (AAIs) will:

- Be readily accessible.
- Be clearly labelled.
- Accompany pupils during visits and off-site activities.
- Be monitored for expiry dates.

Spare Adrenaline Auto-Injectors

In accordance with statutory requirements from September 2026, the school will:

- Maintain suitable spare adrenaline auto-injectors for emergency use.
- Store devices in accessible locations.
- Regularly check expiry dates.
- Replace used or expired devices promptly.

Staff Training

All staff will receive allergy awareness training.

Training will include:

- Understanding allergies and anaphylaxis.
- Recognition of symptoms.
- Emergency response procedures.
- Administration of adrenaline auto-injectors.
- Understanding Individual Healthcare Plans.
- Incident reporting procedures.

Training will:

- Take place at induction.
- Be refreshed annually.
- Be updated following significant guidance changes.

Records of training will be maintained.

Recognising Anaphylaxis

Possible symptoms may include:

- Difficulty breathing.
- Wheezing.
- Swelling of lips, tongue or throat.
- Persistent cough.
- Changes in voice.
- Dizziness or collapse.
- Pale, clammy skin.
- Loss of consciousness.

Symptoms can develop rapidly and should always be treated as a medical emergency.

Emergency Procedures

If anaphylaxis is suspected:

1. Administer an adrenaline auto-injector immediately.
2. Dial 999 and state "anaphylaxis."
3. Inform the school senior leader/s.
4. Administer a second injector if symptoms persist and medical advice indicates.

5. Contact parents/carers as soon as possible after emergency services have been called.
6. Ensure the pupil is accompanied by a member of staff until responsibility is transferred to medical professionals.

A pupil experiencing anaphylaxis must always receive emergency medical assessment.

Educational Visits and Off-Site Activities

The school will ensure pupils with allergies and medical conditions can participate safely in visits and activities.

Measures may include:

- Individual risk assessments.
- Carrying emergency medication.
- Designated trained staff.
- Liaison with venues and transport providers.
- Enhanced supervision where required.

Reporting, Recording and Learning from Incidents

The school will maintain robust recording systems for:

- Allergic reactions.
- Use of emergency medication.
- Near misses.
- Medical emergencies.

Following an incident, the school will:

- Conduct a review.
- Identify lessons learned.
- Update risk assessments where necessary.
- Amend Individual Healthcare Plans if required.
- Share learning with relevant staff.

Confidentiality and Information Sharing

Medical information will be managed in accordance with UK data protection legislation.

Relevant information will be shared with staff responsible for keeping pupils safe while maintaining confidentiality and dignity.

Monitoring and Reviewing

The Headteacher and Governing Body will monitor the effectiveness of this policy through:

- Incident reviews.
- Training records.
- Healthcare Plan audits.
- Parent feedback.
- Safeguarding reviews.

This policy will be reviewed annually or sooner if legislation, guidance or school circumstances change.

Appendix A: Individual Healthcare Plan Template

- Pupil Name
- Date of Birth
- Class
- Medical Condition
- Allergy/Trigger
- Signs and Symptoms
- Medication
- Storage Location
- Emergency Procedure
- Communication Needs
- Staff Responsible
- Parent Contact Details
- Healthcare Professional Details
- Review Date

Appendix B: Allergy Emergency Flowchart

Suspected Anaphylaxis → Administer Adrenaline Auto-Injector → Call 999 → Inform Senior Leader → Monitor Pupil → Contact Parents → Await Professional Medical Support → Complete Incident Report → Review and Learn from Incident.