Bradford Girls' Grammar School

Allergy Safety and Anaphylaxis Policy 2026 - 27

Allergy Safety and Anaphylaxis Policy

Policy Owner: Headteacher
Responsible Lead: Designated Medical Lead

Approved by: Governing Body
Review Date: October 2026

1. Policy Statement

Bradford Girls' Grammar School is committed to providing a safe, inclusive and supportive environment for pupils with allergies and medical conditions. The school recognises that allergies can range from mild reactions to life-threatening anaphylaxis and will take all reasonable steps to minimise risk.

The school aims to:

- Protect pupils with allergies.
- Promote awareness among staff and pupils.
- Ensure staff understand emergency procedures.
- Work closely with parents, carers and healthcare professionals.
- Support pupils to participate fully in all aspects of school life.

Bradford Girls Grammer School recognises that a number of community members (pupils, parents, visitors, and staff) may suffer from potentially life-threatening allergies or intolerances to certain foods.

Bradford Girls Grammer School is committed to a whole school approach to the care and management of those members of the school community. This policy looks at food allergy and intolerances.

The school's position is not to guarantee a completely allergen free environment, rather to minimise the risk of exposure by hazard identification, instruction, and information. This will encourage self-responsibility to all those with known allergens to make informed decisions on food choices. It is also important that the school has robust plans for an effective response to emergencies. This policy has been created with guidance from the School's Medical Officer and the School Kitchen to ensure compliance under the Food Information for Consumers Regulation (1169/2011) which came into force in December 2014.

The school is committed to proactive risk food allergy management through:

- The encouragement of self-responsibility and learned avoidance strategies amongst those suffering from allergies.
- The establishment and documentation of a comprehensive management plan for menu planning, food labelling, stores and stock ordering and customer awareness of food produced on site.
- Provision of a staff awareness programme on food allergies/intolerances, symptoms (anaphylaxis) recognition and treatment.
- Being a 'Nut Aware' school

The intent of this policy is to minimise the risk of any person suffering allergy-induced anaphylaxis, or food intolerance whilst at Bradford Grammer School Primary School or attending any school related activity. The policy sets out guidance for staff to ensure they are properly prepared to manage such

emergency situations should they arise. It is also intended to outline how information can be accessed to food allergens in the School Kitchen facilities.

The common causes of allergies relevant to this policy are the 14 major food allergens:

- Cereals containing Gluten
- Celery including stalks, leaves, seeds, and celeriac in salads
- Crustaceans, (prawns, crab, lobster, scampi, shrimp paste)
- Eggs - also food glazed with egg
- Fish - some salad dressings, relishes, fish sauce, some soy and Worcester sauces
- Soya (tofu, bean curd, soya flour)
- Milk - also food glazed with milk
- Nuts, (almonds, hazelnuts, walnuts, pecan nuts, Brazil nuts, pistachio, cashew and macadamia (Queensland) nuts, nut oils, marzipan)
- Peanuts - sauces, cakes, desserts, ground nut oil, peanut flour
- Mustard - liquid mustard, mustard powder, mustard seeds
- Sesame Seeds - bread, bread sticks, tahini, houmous, sesame oil
- Sulphur dioxide/Sulphites (dried fruit, fruit juice drinks, wine, beer)
- Lupin, seeds, and flour, in some bread and pastries
- Molluscs, (mussels, whelks, oyster sauce, land snails and squid).

The allergy to nuts is the most common high-risk allergy and, as such, demands more rigorous controls. However, it is important to ensure that all allergies and intolerances are treated equally as the effect to the individual can be both life-threatening and uncomfortable, if suffered.

Definitions

Allergy	A condition in which the body has an exaggerated response to a substance (e.g. food or drug), also known as hypersensitivity.
Allergen	A normally harmless substance, that triggers an allergic reaction in the immune system of a susceptible person.
Anaphylaxis	Anaphylaxis, or anaphylactic shock, is a sudden, severe, and potentially life-threatening allergic reaction to a trigger (food, stings, bites, or medicines).
Adrenaline device	A syringe style device containing the drug adrenaline. This is an individual prescribed drug for known sufferers which is ready for immediate intramuscular administration. This may also be referred to as an Epi-Pen/ Ana pen or Jext which are brand names.

2. Scope

This policy applies to:

- All pupils.
- All staff.
- Governors.
- Volunteers.
- Contractors.
- Catering providers.
- Visitors.

3. Definitions

Allergy

An abnormal immune response to a substance such as food, medication, insect stings or environmental triggers.

Anaphylaxis

A severe, potentially life-threatening allergic reaction requiring immediate treatment.

Common allergens may include:

- Peanuts
- Tree nuts
- Milk
- Eggs
- Fish
- Shellfish
- Wheat
- Soya
- Sesame
- Insect stings
- Certain medications

4. Responsibilities

Governing Body

The governing body will:

- Ensure suitable arrangements are in place.
- Review the policy annually.
- Monitor compliance.

Headteacher

The Headteacher will:

- Ensure implementation of the policy.
- Allocate appropriate resources.
- Ensure staff training is updated annually.

Medical Lead

The medical lead will:

- Maintain allergy records.
- Coordinate healthcare plans.
- Arrange staff training.
- Monitor emergency medication.

Staff

All staff must:

- Be aware of pupils with severe allergies.
- Follow healthcare plans.
- Know emergency procedures.
- Report concerns promptly.

Parents and Carers

Parents must:

- Inform the school of allergies.
- Provide medical evidence where appropriate.
- Supply in-date medication.
- Update the school regarding changes.

5. Individual Healthcare Plans

Pupils with significant allergies shall have an Individual Healthcare Plan (IHP), which may include:

- Known allergens.
- Symptoms.
- Emergency treatment instructions.
- Medication requirements.
- Storage arrangements.
- Emergency contacts.

Plans will be reviewed annually or sooner if required.

6. Medication

- Adrenaline auto-injectors (AAIs) must be provided by parents where prescribed.
- Medication must be clearly labelled.
- Spare medication should be supplied where possible.
- Emergency medication should be readily accessible.
- Older pupils may carry their own prescribed medication where agreed.

7. Staff Training

Relevant staff will receive training covering:

- Allergy awareness.
- Recognition of symptoms.
- Use of adrenaline auto-injectors.
- Emergency procedures.
- Record keeping.

Training should be refreshed annually.

8. Catering and Food Safety

The school and catering providers will:

- Comply with food allergen legislation.
- Provide allergen information.
- Reduce the risk of cross-contamination.
- Encourage pupils not to share food.
- Communicate dietary requirements effectively.

The school is not an "allergen-free" environment, but reasonable precautions will be taken.

9. Classroom Activities

Staff should consider allergies during:

- Food technology lessons.
- Science experiments.
- Art activities.
- Celebrations and events.

Alternative activities or ingredients should be provided where necessary.

10. Packed Lunches

Since this condition can be life threatening, we are asking all members of the school community for their help in minimising the risk to these children by:

- Avoiding giving children nuts or nut products in their packed lunches
- Avoiding giving nuts or nut products or snacks/bars containing nuts for break time snacks
- Avoiding supplying the school with cakes or food items containing nuts for birthday celebrations, sales, or events
- Avoiding sending containers such as cereal boxes for DT / Art lessons into school which may have contained produce made with nuts

We do acknowledge in our allergy policy that many foods are labelled as *'may have been produced in a factory handling nuts and cannot be guaranteed to be nut free.'* Such items **will** be allowed in school as it would be unreasonable to expect these to be kept out of school.

- Please note where a member of staff notices a pupil eating a nut product, the product will be removed politely, and the member of staff will explain why this must be done.
- A phone call will then be made to the parent to explain what has happened, so they are fully informed and to remind them of the Allergy policy.
- Due to the severity of the problem, it is important that all parents understand and carry out the suggested measures and reduce the risk of allergic reaction to these children.

11. Educational Visits and Residential Trips

Risk assessments will consider:

- Access to medication.
- Availability of trained staff.
- Food arrangements.
- Emergency medical services.
- Communication with venues.

Pupils with allergies should not be excluded from trips solely because of their medical condition.

12. School Events

If the School hosts any 'staff coffee mornings' or 'bake days' for charity it is important that no food poses a risk to the end user, however, this is difficult for the school kitchen to monitor. Where products are not made on site, but sold by the school, appropriate signage should be in place. This will state the following:

'This item was not produced at Bradford Girls Grammer School therefore we cannot guarantee that it does not contain nuts or any other allergen.'

External companies supplying food for clubs should have allergy aware and food safety trained staff preparing and serving the food and there should be allergen matrices in place for the food served.

A check will be made by staff on specific dietary information available for the children with allergies and intolerances participating to ensure that checks can be made prior to serving.

All products should be plated separately and stored as such (wrapped where possible) to prevent cross contamination to other items for sale.

It should be left to the discretion of the person buying the food that they accept the risk that allergens may be present.

13. Recognising Anaphylaxis

Possible symptoms include:

- Difficulty breathing.
- Wheezing.
- Swelling of lips, tongue or throat.
- Dizziness or collapse.
- Severe rash.
- Sudden weakness.
- Persistent coughing.

14. Emergency Procedure

If anaphylaxis is suspected:

1. Call 999 immediately.
2. State: “Anaphylaxis suspected.”
3. Administer the adrenaline auto-injector without delay.
4. Inform the school office.
5. Contact parents or carers.
6. Monitor the pupil continuously.
7. Administer a second injector if advised or if symptoms continue.

No pupil experiencing anaphylaxis should remain unattended.

15. Confidentiality

Medical information will be handled in accordance with data protection legislation.

Information necessary to protect a pupil’s safety may be shared with relevant staff.

16. Monitoring and Review

This policy will be reviewed annually or sooner if:

- Legislation changes.
- Guidance changes.
- A serious allergy incident occurs.
- School procedures require amendment.

Appendix A – Emergency Contacts

Contact	Telephone
Parent/Carer 1	
Parent/Carer 2	
GP Surgery	
Hospital Consultant	
School Office	
Emergency Services	999

Appendix B – Allergy Register

The school shall maintain a confidential register including:

- Pupil name.
- Year group.
- Allergy type.
- Medication.
- Location of medication.
- Staff informed.

- f food stuffs for school catering.
- Ensuring suppliers of all foods and catering suppliers are aware of the School's Food Allergy policy and the requirements under the labelling law.
- Ensuring suppliers of food stuffs are nut free or labelled 'may contain nuts.
- Being aware of pupils and staff who have such food allergies and updating this training every three years. All staff must be informed of this during their in-house induction training.
- Clear labelling of items of food stuffs that may contain nuts.