

The Pioneers Academy

Allergy Management

Policy and Procedures • 2026–2027

School	The Pioneers Academy
Policy owner	Headteacher
Effective from	September 2026
Review date	September 2027, or sooner if legislation/guidance changes
Primary statutory/guidance basis	DfE Allergy Safety in Schools guidance 2026; supporting pupils with medical conditions

1. Purpose and Scope

The Academy will take reasonable and proportionate steps to reduce the risk of allergic reactions and ensure prompt emergency response. Allergy information must be recorded accurately and made available to staff who need it to keep pupils safe.

2. Policy Statement and Procedures

At admission and whenever circumstances change, parents/carers must provide details of diagnosed allergies, triggers, prescribed medication and emergency plans. Relevant information will be included in pupil profiles and communicated to appropriate staff.

Staff must know which pupils in their care have significant allergies and the location of emergency medication. Prescribed emergency medication must be accessible and used in accordance with the pupil's individual healthcare plan or emergency action plan.

If anaphylaxis is suspected, staff must treat it as a medical emergency, follow the pupil's emergency plan, use the prescribed adrenaline auto-injector without delay where indicated, call 999 and notify the designated first-aid/safeguarding staff and parents/carers.

Food, trips, practical lessons and events must be risk assessed. The Academy will not assume that a pupil can safely consume food simply because it is described as suitable; ingredients and cross-contamination risks must be considered.

3. Roles and Responsibilities

The Headteacher has overall responsibility for implementation and review. Relevant designated leads coordinate day-to-day arrangements within their area. All staff are expected to follow the policy, maintain appropriate records and raise concerns promptly. Pupils and parents/carers are expected to follow the Academy's published expectations and cooperate with reasonable procedures.

4. Monitoring, Review and Record Keeping

Implementation will be monitored through appropriate records, audits, pupil/parent feedback, incident information, attendance or participation data and review by senior leaders. The policy will be reviewed at least annually unless a different statutory review period applies, and immediately where significant legal or operational changes require it.

5. Related Policies and Guidance

This policy should be read alongside the Academy's safeguarding and child protection arrangements, behaviour policy, attendance procedures, equality arrangements, data protection arrangements and any relevant individual plans or risk assessments.

6. Approval

Approved by: Headteacher

Next review: September 2027

References

- Department for Education, Keeping Children Safe in Education 2026, where relevant.
- Department for Education statutory guidance and current legislation relevant to this policy.
- The Pioneers Academy's other current policies and procedures.