



The Cornerstone Academy

The best in everyone™

Part of United Learning

POLICY NAME:	Allergies Policy
POLICY TYPE:	Cornerstone

DATE RATIFIED:	Summer Term 1 2026
DATE FOR NEXT REVIEW:	Summer Term 1 2027
REVIEWED EVERY 1/2/3 YEARS:	Yearly

NOTES:

Allergies Policy including Nut & Food Allergy

Statement of Intent:

This policy is concerned with a whole Academy approach to the health care and management of those members of the Academy community suffering from specific allergies. The Cornerstone Academy are aware that children who attend may suffer from, but not limited to, food, bee/wasp sting, animal or nut allergies and we believe that all allergies should be taken seriously and dealt with in a professional and appropriate way.

As a result, the Academy has taken into consideration advice from the Department for Education's guidance on supporting students at school with medical conditions and EU legislation for food labelling.

The Cornerstone Academy's position is not to guarantee a completely allergen free environment, but rather to minimise the risk of exposure, encourage self-responsibility and plan for effective response to possible emergencies. The Statutory Framework states that the provider must obtain information about any dietary requirements/allergy. As such, parents/carers are asked to provide details of allergies on the student enrolment form, which is submitted before starting at the Academy.

Overall Aim:

The intent of this policy is to minimise the risk of any child suffering allergy-induced anaphylaxis whilst at the Academy. Additionally, the Academy wish to ensure that students with allergies do not face obstacles which affect their ability to integrate with their peers and affect their general wellbeing and emotional health.

The underlying principles of this policy include:

- The establishment of effective risk management practices to minimise student, staff, parent and visitor exposure to known trigger foods, animals or insects
- Staff training and education to ensure effective emergency response to any allergic reaction situation

This policy applies to all members of the Academy community:

- School Staff
- Parents/Carers of students who may/may not have specific allergies
- Volunteers
- Supply staff
- Students

Definitions:

- Allergy – A condition in which the body has an exaggerated response to a substance (e.g. food and 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 food, stings, bites, or medicines
- Epipen – Brand name for syringe style device containing the drug Adrenalin, which is ready for immediate inter-muscular administration
- Minimised Risk Environment - An environment where risk management practices

- (e.g. Risk assessment forms) have minimised the risk of (allergen) exposure
- Health Care Plan - A detailed document outlining an individual student's condition, treatment, and action plan for location of Epipens.
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Procedures and Responsibilities for Allergy Management:

General

- The involvement of parents and staff in establishing individual Health Care Plans for students with significant allergies. These plans are the responsibility of the First Aid Co-ordinator and are updated in line with statutory guidance
- The establishment and maintenance of practices for effectively communicating a child's healthcare plans to all relevant staff. Information is shared through a secure staff shared area and regular CPD training for all staff at the Academy where appropriate
- Annual staff training in anaphylaxis management if needed, including awareness of triggers and first aid procedures, including Epipen training, to be followed in the event of an emergency
- Age-appropriate education of children with severe food allergies

Medical Information

Parents/Carers must report any change in a child's medical condition during the year to the Academy. For students with a significant allergic condition, the school requires parents/carers to meet with the First Aid Co-ordinator to write a Health Care Plan.

The First Aid Co-ordinator will ensure that a Health Care Plan is established and updated for each child with a known significant allergy.

Teachers and TAs of those students and key staff are required to review and familiarise themselves with the medical information which is outlined on the Important Medicals Register.

Where students with known allergies are participating in school excursions, the risk assessments must include this information.

The wearing of a medic-alert bracelet where appropriate, is permitted and encouraged by the Academy.

Medical Information (Epipens)

Where Epipens (Adrenalin) are required in the Health Care Plan:

- Parents/carers are responsible for the provision and timely replacement of the Epipens
- Spare Epipens which are provided to be stored at the Academy, are located in named pigeon-holes in the Medical Office. Students should carry an additional Epipen in their possession at all times.

Parent/Carer role:

Parents/Carers are responsible for providing, in writing, on-going accurate and current medical information to the Academy. Parents/Carers are to send a letter confirming and detailing the nature of the allergy including:

- The allergen (the substance the child is allergic to)
- The nature of the allergic reaction (from rash, breathing problems to anaphylactic shock)
- What to do in case of allergic reaction, including any medication to be used and how it is to be used
- Control measures – such as how the child can be prevented from getting into contact with the allergen
- If a child has an allergy requiring an Epipen, or a risk assessment deems it necessary, a Health Care Plan must be completed and signed by the parents/carers.

It is the responsibility of the parent/carer to provide the Academy with up-to-date and in date medication/equipment, clearly labelled with the child's prescription including the child's name, in a suitable container. If we are aware that a child who requires an Epipen arrives at the Academy without it, they will not be allowed to remain on site. They will be allowed to return as soon as they get the required Epipen in their possession. Parents are also required to provide up to date emergency contact information. Snacks and lunches brought into the Academy are provided by each child's parent/carer. It is their responsibility to ensure that the contents are safe for the child to consume. This includes children without any allergies, who need to be aware of their responsibilities to others. Parents/Carers should liaise with staff about appropriateness of snacks and any food-related activities (e.g. cooking, as alternative ingredients can be arranged).

Staff roles:

We have a **No Nut Policy** due to having students with severe Airbourne nut allergies. No nuts are permitted to be brought into school; staff are informed of this in the 'Staff Handbook and Code of Conduct' when they join the academy and new families are informed in the transition handbook 'Information for New Students and Parents/Carers', where they are also informed to wash their hands if eating nuts before coming into school. We periodically share reminders of the policy with staff in the all-staff briefings and with parents/carers via our weekly newsletter. Staff cannot guarantee that foods will not contain traces of nuts. All tables are cleaned with an approved solution. Children are not permitted to share food unless part of a planned activity that the teacher has risk assessed. Staff are responsible for familiarising themselves with the Allergies Policy and to adhere to health & safety regulations regarding food and drink.

If a child's Medical Form states that they have a significant allergy, then a Health Care Plan is needed. It must be in place before the child starts attending. A risk assessment may need to be carried out, and any actions identified need to be put in place. If required, this should be stored with the child's

Health Care Plan. It is the responsibility of the Head of Year to notify the First Aid team of any medical conditions or allergies, where this is made known to the year team. The Principal will determine if a ban on certain foods is needed after a consultation with the parent/carer and health professionals. They will then publicise this to the whole Academy community. All staff should regularly check the Important Medicals Register, displayed in the staffroom and in the School Handbook in the All-Staff Teams, information is also recorded on Arbor, so they are aware of all students who have an allergy. Students with an allergy are flagged as having a medical condition on Arbor, and details of the condition or allergy are listed. As part of the staff first aid course, Epipen use and storage is discussed. Full training on administering an Epipen, is regularly provided in school.

The first aid co-ordinator will routinely monitor the expiry dates on anaphylaxis medication / Epipens and notify parents to renew medication / equipment where necessary.

We may ask the parent/carer for a list of food products and food derivatives the child must not come into contact with.

Emergency medication should be easily accessible, especially at times of high risk.

Staff should liaise with parents about snacks and any food-related activities.

At times the academy may have a wellbeing dog on site. The academy is mindful that some pupils and adults may have allergies, fears, cultural beliefs, or medical reasons for wishing to avoid contact with dogs. We collect data from parents/carers regarding dog allergies on the student enrolment form, and students will only interact directly with the dog where explicit consent has been given by a parent/carer. No pupil is required to interact with the dog.

Please also refer to our 'Wellbeing Dog in School Policy'.

Actions:

In the event of a child suffering an allergic reaction:

- Ensure the First Aid team are notified, urgently in the case of possible anaphylaxis
- Check to see if there is a Health Care Plan and follow instructions
- Contact parent to advise or ask for advice if less serious symptoms
- Calm the child

Date of this review:	Summer Term 2 2026	Review Period:	Yearly
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Approval By Principal: Mr C Phillips			