



Holyhead
Teach What Matters

Holyhead School Allergy Policy

Approved by Chair's action, Sept 2026

Date policy last reviewed: New

Policy Lead: D Denny

Signed by:

_____ Acting Principal Date 9th July 2026

_____ Chair of
Governors Date 9th July 2026

Details of the Changes

Page No	Section, if applicable	Details of the change/amendment etc
		New Trust template

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Holyhead School Allergy Policy

1. Aims

Holyhead School is committed to providing a safe environment for all pupils with allergies and intolerances. The aims of this policy are to ensure that:

- Pupils with allergies are protected and supported at all times;
- Staff understand their responsibilities regarding allergy management and emergency response;
- Appropriate preventative measures are in place to reduce the risk of allergic reactions;
- Emergency procedures are clear, effective and consistently followed;
- Catering and food service arrangements comply with legal requirements;
- Parents, pupils and staff work collaboratively to support allergy safety; and
- The requirements of Benedict's Law and Natasha's Law are fully implemented.

2. Legislative Framework

This policy has been developed in accordance with:

- Children and Families Act 2014
- Food Information Regulations 2014
- Health and Safety at Work etc. Act 1974
- Food Safety Act 1990
- Supporting Pupils at School with Medical Conditions statutory guidance
- Food Information (Amendment) (England) Regulations 2019 (Natasha's Law)
- Benedict's Law statutory guidance (effective September 2026)

3. Benedict's Law

Benedict's Law is a landmark piece of UK legislation which is named after five-year-old Benedict Blythe, who tragically died in 2021 after a severe allergic reaction to milk at school. In March 2026, the government confirmed these protections would become mandatory, with statutory guidance coming into effect in September 2026.

What Benedict's Law Requires

The law moves allergy safety from "optional advice" to a legal requirement for all schools in England. It covers:

Holyhead School must have a clear, published policy for managing allergies and emergencies.

All staff (not just first-aiders) and any other people such as contractors, volunteers or governors who visit the school/academy during hours students are on site must be trained to recognise anaphylaxis and use an adrenaline autoinjector pen.

The school is required to keep "spare" adrenaline auto-injectors (AAIs) on-site for emergency use.

Every child with a known allergy must have a formal, documented Individual Healthcare Plan (IHPs):

One of the most significant shifts is that external catering providers are now legally bound to the school's specific allergy policy. If the school uses a third-party catering firm, that firm must prove they are following the school's safety protocols, not just their own internal ones.

Catering staff will need real-time access to the Individual Healthcare Plans and photos of children with severe allergies to ensure a meal is never handed to the wrong child.

While Natasha's Law (2021) already requires full ingredient labelling on pre-packaged food, Benedict's Law focuses on the process. The school will:

- Ensure that there is rigorous "zoning" in kitchens to prevent accidental contact.
- Ensure kitchen staff may participate in "mock" allergy emergencies to ensure they know where the spare AAI's are kept and how to use them.
- Be required to record and report "near misses" or allergic reactions. This data will be used nationally to identify high-risk foods or common procedural failures in school dining halls.

The school will comply fully with Benedict's Law by ensuring that:

- A published allergy management policy is maintained and reviewed annually;
- All staff receive allergy awareness and anaphylaxis response training;
- Spare adrenaline auto-injectors (AAIs) are kept on-site and readily accessible;
- Every pupil with a diagnosed allergy has an Individual Healthcare Plan (IHP);
- Catering providers comply with the school's allergy procedures;
- Kitchen and serving areas operate strict allergen-control procedures;
- Allergy incidents and "near misses" are formally recorded and reviewed; and
- Communication between school staff, catering teams and parents is maintained effectively.

4. Natasha's Law

From 1st October 2021, the requirements for prepacked for direct sale have changed as a result of a new ruling passed in September 2019 known as 'Natasha's Law.' The Food Standards Agency say, "the new labelling requirements will help protect consumers by providing potentially life-saving allergen information on the packaging of the food." Prepacked for direct sale (PPDS) food can include the following:

- Sandwiches and bakery products which are packed on site before a consumer selects or orders them.
- Fast food packed before it is ordered, such as a burger under a hot lamp where the food cannot be altered without opening the packaging;
- Products which are pre-packaged on site ready for sale, such as pizzas, rotisserie chicken, salads and pasta pots;
- Burgers and sausages pre-packaged by a butcher on the premises ready for sale to consumers;
- Samples of cookies given to consumers for free which were packed on site;
- Foods packaged and then sold elsewhere by the same operator at a market stall or mobile site; and
- PPDS food provided in schools, care homes or hospitals and other similar settings will also require labelling.

The school will ensure that and PPDS food will be labelled with the name of the food and a full ingredients list, including allergenic ingredients emphasised within the list. This will also apply to foods that are packaged before they are ordered or selected. It can also include food that students select themselves, as well as pre-wrapped food items that are kept behind a counter and some hot foods.

5. Role of the Local Academy Governing Board

The LAGB is responsible for ensuring that the national school food standards are met. All food and drink provided will meet the national school food standards in England. Where food is provided by the local authority or a private caterer, compliance with the school food standards will be specified within the catering contract or service level agreement and the caterer should provide the governing body with evidence of compliance with the standards. When the school provides food it will evaluate the food and drink provision against the standards, and produce evidence of compliance.

There will be a process in place to ensure that catering services are coordinated across all food and drink outlets to ensure that compliance with the school food standards is maintained. The LAGB will ensure that it receives regular reports on compliance with the school food standards as well as take-up of school lunches and financial aspects of school food provision.

6. Allergy Management Procedures

The school recognises that allergic reactions can be life-threatening and therefore takes all allergy concerns seriously. The school will:

- Maintain an up-to-date register of pupils with allergies;
- Ensure allergy information is accessible to relevant staff;
- Implement allergen awareness measures in classrooms and dining areas;
- Minimise cross-contamination risks in kitchens and food preparation areas;
- Clearly label allergens in all food provided; and
- Promote a culture of allergy awareness throughout the school community.

The following 14 allergens will be identified where present in food products:

- | | |
|----------------|------------------------------|
| • Eggs; | • Sesame; |
| • Milk; | • Cereals containing gluten; |
| • Fish; | • Soya; |
| • Crustaceans; | • Celery; |
| • Molluscs; | • Mustard; |
| • Peanuts; | • Lupin; and |
| • Tree nuts; | • Sulphur dioxide/sulphites. |

Non-food allergens include:

- Grass, tree, and weed pollens;
- Dust Mites;
- Mold Spores;
- Pet Dander;
- Latex;
- Cosmetics/Skin Care;
- Nickel;

- Insect Bites/Stings;
- Penicillin and related drugs;
- Non-steroidal anti-inflammatory drugs(NSAIDs) like ibuprofen or aspirin;
- Pet Food - this may contain allergens like soy, wheat, or fish; and
- Craft Materials such as wheat-based play dough or nut-shell-stuffed toys.

7. Individual Healthcare Plans (IHPs)

Every pupil with a diagnosed allergy will have an Individual Healthcare Plan (IHP). The IHP will include:

- Details of the allergy;
- Known triggers;
- Signs and symptoms of allergic reactions;
- Medication requirements;
- Emergency procedures;
- Consent arrangements; and
- Contact details for parents/carers and medical professionals.

IHPs will be reviewed annually or sooner if medical needs change. All IHPs will be made available to all staff and any other relevant persons in order to ensure the safety of all children with allergies and medical conditions. This will be done by attaching all allergy cards onto the child's arbor profile and pinning to the top. An allergy register will also be created and shared with all staff.

8. Emergency Response Procedures

All staff must treat suspected anaphylaxis as a medical emergency. In the event of a severe allergic reaction:

1. Emergency services will be contacted immediately;
2. An adrenaline auto-injector will be administered without delay;
3. Parents/carers will be informed as soon as possible; and
4. The incident will be formally recorded and reviewed.
5. No pupil experiencing anaphylaxis will be left unattended.

9. Spare Adrenaline Auto-Injectors (AIs)

The school will maintain spare AIs in accordance with Department for Education guidance. Spare AIs will:

- Be stored securely but remain quickly accessible;
- Be checked regularly to ensure they are within expiry dates;
- Be clearly labelled; and
- Be accessible during school trips and off-site activities where required.

The spare autoinjectors are stored in:

1. Medical Office
2. Food and Nutrition Room 202

3. School Kitchens

10. Staff Training Requirements

All staff including temporary staff and volunteers, will receive allergy awareness training. Training will include:

- Recognising signs of allergic reactions and anaphylaxis;
- Use of adrenaline auto-injectors;
- Emergency procedures;
- Allergen awareness;
- Cross-contamination prevention; and
- Responsibilities under Benedict's Law.

Training will be refreshed regularly and recorded centrally.

11. Catering and Food Safety Requirements

Where catering services are provided by an external contractor, the contractor must comply fully with this policy and all legal requirements. The school will ensure that catering providers:

- Operate effective allergen-control procedures;
- Prevent cross-contamination through appropriate kitchen zoning;
- Maintain allergen information for all meals;
- Ensure catering staff receive appropriate training; and
- Participate in allergy emergency drills where required.

Photographs and allergy information for pupils with severe allergies may be shared securely with catering teams where necessary for safeguarding purposes.

12. Communication with Parents and Pupils

The school will work closely with parents/carers and pupils to support allergy management. Parents/carers are responsible for:

- Informing the school of any allergies or medical conditions;
- Providing prescribed medication where required;
- Updating the school regarding any changes to medical needs; and
- Participating in reviews of Individual Healthcare Plans.

The school will communicate allergy procedures clearly to staff, pupils and parents.

13. Educational Visits and School Trips

Appropriate allergy arrangements will be implemented for all educational visits and off-site activities. Risk assessments for school trips will consider:

- Access to emergency medication;
- Food provision arrangements;
- Staff trained in anaphylaxis response; and
- Emergency communication procedures.

14. Record Keeping and Reporting

The school will maintain records of:

- Diagnosed allergies;
- Individual Healthcare Plans;
- Staff training;
- Allergy incidents;
- Administration of AAIs; and
- Near misses.

Records will be stored securely and managed in accordance with data protection legislation.

Near Miss Reporting

All allergy-related near misses, including incidents involving incorrect food provision or potential allergen exposure, must be reported immediately. The school will review all reports to identify:

- Procedural failures;
- Training needs;
- Risks within catering arrangements; and
- Preventative actions required.

15. Health and Safety Requirements

This policy should be read alongside the school's:

- First Aid Policy;
- Supporting Pupils with Medical Conditions Policy;
- Health and Safety Policy; and
- Educational Visits Policy.

All staff must comply with health and safety procedures relating to allergy management.

16. Equal Opportunities

The school will ensure that pupils with allergies are supported fairly and without discrimination. Reasonable adjustments will be made where required to ensure pupils can participate fully in school life.

17. Responsibilities

Governing Body

The Governing Body is responsible for:

- Approving and reviewing this policy;
- Monitoring compliance with Benedict's Law; and
- Ensuring adequate resources and training are available.

Principal

The Principal is responsible for:

- Implementing this policy;
- Ensuring staff training takes place;
- Maintaining appropriate allergy procedures;

- Reporting to Governors; and
- Coordinating emergency planning arrangements.

Health and Safety Manager / Allergy Lead

The Allergy Lead, Mrs D Denny is responsible for:

- Maintaining allergy records and IHPs;
- Monitoring compliance with procedures;
- Coordinating staff training;
- Managing emergency medication arrangements;
- Conducting risk assessments; and
- Investigating incidents and near misses.

Catering Staff and Contractors

Catering staff and contractors must:

- Follow allergen-control procedures;
- Prevent cross-contamination;
- Ensure food is correctly labelled;
- Participate in training; and
- Report incidents or concerns immediately.

Staff

All staff are responsible for:

- Following this policy;
- Attending required training;
- Responding appropriately to emergencies; and
- Reporting concerns promptly.

18. Monitoring and Review

The Principal, in conjunction with the Executive Team, will review this policy annually, and sooner where there has been a serious allergy-related incident or a relevant change in legislation or statutory guidance. The policy will be approved by the Trust Board. Local Academy Governing Boards will be responsible for adopting the policy and ensuring any school-specific contextual arrangements are appropriately reflected and implemented.

The effectiveness of this policy will be monitored through:

- Incident reviews;
- Staff training records;
- Catering audits;
- Risk assessments; and
- Feedback from pupils, parents and staff.

Policy Lead: D Denny

Review date: Summer 2029