



Allergy Awareness Policy

2025 – 2027

Name of school	Ysgol Melyd
Name of policy	Allergy Awareness
Policy version number	01
Date Policy formally approved by Governing Body	30/09/25
Date Policy becomes effective	Autumn 2025
Review Date (Annual)	Autumn 2027
Signed (Head Teacher)	D Jones
Signed (Chair of Governors)	C. Evans
Signed (Health & Safety Governor)	L. Lea

1. Purpose

This policy sets out how Ysgol Melyd promotes the safety and wellbeing of pupils and staff with allergies. The school is committed to creating a safe and inclusive environment where risks associated with allergies are minimised.

2. General Principles

- The safety of all pupils is paramount.
 - The school will work in partnership with parents/carers to manage allergies effectively.
 - Staff will receive appropriate training and guidance to support pupils with allergies.
 - The school will strive to strike the appropriate balance between medical confidentiality and information sharing – we will err on the side of safety when allergies are concerned.
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3. Food Technology Lessons

When delivering food technology or any activity involving food:

- Teachers must check medical and dietary information for each class before planning lessons.
 - It is to be expected that activities/recipes should be chosen to enable all children to take part.
 - On the rare occasions when this is not possible, pupils with allergies must be provided with safe alternative ingredients, or adaptations should be made so they can take part in a broadly similar activity (e.g. dairy-free cheese).
 - Ingredient lists should be shared with parents/carers 1 week in advance via Dojo. For those few children with recognised allergies, staff will check that parents have read the ingredients list and contact them if it is not clear whether they have done so.
 - Shared equipment, surfaces, and utensils must be cleaned thoroughly to avoid cross-contamination.
 - Staff must be aware of pupils' care plans and know how to respond in the event of an allergic reaction (See appendices)
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4. Packed Lunches, Snacks & Food from Home

- Whilst it is not generally advised that schools implement a ban on any specific allergen, however we will keep this under review depending on the known allergies in the school population. This may be on a class by class, or whole-school basis.
- If such a ban is deemed necessary then all parents will be informed via Dojo.
- Parents/carers are asked to check labels carefully before including items in packed lunches.
- Staff will monitor lunchboxes discreetly and sensitively where needed to maintain a safe environment.

- In line with healthy eating initiatives and Welsh Government guidelines, school leaders will regularly remind parents of any prohibited foodstuffs via Dojo
 - School will not accept donated class cakes etc. for birthdays
 - Prior to, and during, charity cake sales, consideration will be given to those children with identified allergies and parents informed.
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5. Responsibilities

- **Staff** must follow this policy and remain vigilant when food is present.
 - **Class teachers** must maintain up-to-date lists of allergies and make this available for staff delivering related activities. This list must be shared with school leaders and office staff.
 - **Parents/carers** must inform the school of any allergies, respond promptly to messages and provide medical plans and emergency medication where required.
 - **Pupils** will be supported to understand the importance of not sharing food and respecting others' needs.
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6. Emergency Procedures

- Individual Healthcare Plans (IHPs) will be in place for pupils with significant allergies.
 - Staff will be trained to administer emergency medication such as auto-injectors.
 - In the event of an allergic reaction, staff will follow the pupil's IHP and call emergency services if required.
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7. Review

This policy will be reviewed biennially, or sooner if guidance changes or specific needs arise.