Notre Dame
CATHOLIC SIXTH FORM COLLEGE

ALLERGY SAFETY POLICY

This policy adheres to and should be applied with due consideration to the College's commitment to the Framework for Ethical Leadership in Education.

This policy has been reviewed in line with the Sustainable Development Goals.

Mission Statement:
Our mission inspired by the Christian tradition is to be a community based on faith, hope and love; developing each individual intellectually, emotionally and spiritually to achieve their full potential.
To achieve this we will:

- Provide a welcoming, supportive community where everyone is valued.
- Provide a high quality, meaningful education which encourages the development of the whole person, inspired by the Notre Dame tradition.
- Promote a caring environment, rooted in the virtues of service, kindness, gratitude and respect.
- Work together for the benefit of each person as well as the wider community.
- Recognise, celebrate and treasure, without exception, the unique gifts and dignity of each person, ensuring equality and fairness for all, as found in the teaching and example of Our Lord Jesus Christ.

Version	1
Author	Senior Deputy Principal
Date Reviewed	June 2026
Approved by SLT	September 2026
Approved by Curriculum and Standards	September 2026
Review interval	1 year
Previous review date	N/A
Policy to be reviewed by or before	June 2026

1. Statement of Intent

Notre Dame Catholic Sixth Form College is committed to safeguarding the health, safety and wellbeing of all students, staff and visitors, in line with our Catholic ethos of care, dignity and inclusion.

This policy sets out the College's approach to:

- Preventing exposure to allergens
- Recognising and responding to allergic reactions, including anaphylaxis
- Ensuring all students can participate fully in College life

This policy reflects the statutory expectations under **Benedict's Law**, which requires all education settings to maintain robust allergy management systems, including policy, training, emergency preparedness and individual support arrangements. [anaphylaxis.org.uk], [gov.uk]

2. Scope and Legal Framework

This policy applies to:

- All students (including those aged 16–19)
- All staff
- Contractors, catering providers and visitors

The policy is informed by:

- Children and Families Act 2014 (duty to support medical conditions) [assets.pub...ice.gov.uk]
- DfE statutory guidance on **supporting children and young people with medical conditions and allergies** [consult.ed...ion.gov.uk]
- **Benedict's Law (2026)** and associated statutory guidance
- Equality Act 2010

2. Roles and Responsibilities

Governing Body

- Ensure this policy is in place, reviewed annually, and effectively implemented
- Receive reports on compliance and incidents

Principal / Senior Leadership Team

- Ensure compliance with Benedict's Law requirements
- Allocate appropriate resources (training, medication, systems)
- Monitor and report to governors

Designated Allergy Lead

- Sarah Dumont (Senior Deputy Principal)
- Maintain oversight of allergy management across the College
- Ensure:
  - Student allergy information is accurate and accessible
  - Individual Healthcare Plans (IHPs) are in place
  - Staff training is delivered and recorded
  - Spare AAIs are maintained and monitored

Staff (All Roles)

- Complete mandatory allergy training
- Be aware of students with allergies
- Recognise symptoms and respond appropriately
- Follow College procedures at all times

Students

- Take increasing responsibility for managing their allergies (where appropriate)
- Inform staff of concerns

Parents/Carers

- Provide accurate medical information
- Supply prescribed medication where required
- Work collaboratively with the College

5. Identification and Individual Healthcare Plans

The College will:

- Maintain a **central register of students with allergies**
- Ensure students requiring support have an **Individual Healthcare Plan (IHP)**

IHPs will include:

- Details of the allergy and triggers
- Signs and symptoms
- Medication and dosage
- Emergency procedures

IHPs will be:

- Developed with parents / healthcare professionals where appropriate
- Communicated to relevant staff
- Reviewed at least annually or following any incident

6. Risk Reduction and Prevention

The College will implement measures to reduce risk, including:

- Risk assessments for trips and visits
- Controls around high-risk allergens where appropriate

7. Emergency Response

The College will ensure:

- **A spare adrenaline auto-injectors (AAIs)** are available on site.
- Medication is:
  - accessible
  - in-date
  - securely stored

These will be kept in:

- Fridge in the Safeguarding Office,
- Fridge in St. Elizabeth's Achievement Tutor Room,
- Fridge in Lower Science Technician's Room,

- Fridge in Learning Support Room.

All staff will be trained to:
- Recognise allergic reactions and anaphylaxis
- Administer AAIs where required
- Call emergency services immediately

Emergency procedures will be clearly communicated and displayed.

8. Training and Awareness

The College will:
- Provide **mandatory allergy awareness and anaphylaxis training for all staff**
- Ensure training includes:
  - recognising symptoms
  - emergency response
  - use of AAIs

Training will:
- Include all staff groups (teaching and non-teaching)
- Be refreshed annually
- Be recorded centrally

9. Recording and Reporting

The College will:
- Record all allergy-related incidents

10. Communication

The policy will be:
- Published on the College website
- Accessible to all stakeholders

11. Monitoring and Review

The College will:
- Monitor compliance through SLT oversight
- Report to governors annually
- Review the policy:
  - annually
  - following any serious incident

Policies must be **regularly reviewed and publicly available** as part of Benedict's Law compliance.

12. Links to Other Policies

This policy should be read alongside:
- Safeguarding Policy
- Health and Safety Policy
- Supporting Students with Medical Conditions Policy
- Trips and Visits Policy