



Pupil with allergies risk assessment

Assessment conducted by:	Job title:	Covered by this assessment:
Date of assessment:	Review interval:	Date of next review:

Related documents

Health and Safety Policy, First Aid Policy, Supporting Pupils with Medical Conditions Policy, Administering Medication Policy, Allergen and Anaphylaxis Policy, Medical Emergency Risk Assessment, Asthma Policy, Asthma Risk Assessment, Behaviour Policy.

Risk rating		Likelihood of occurrence		
		Probable	Possible	Remote
Likely impact	Major Causes major physical injury, harm or ill-health.	High (H)	H	Medium (M)
	Severe Causes physical injury or illness requiring first aid.	H	M	Low (L)
	Minor Causes physical or emotional discomfort.	M	L	L

Schools should ensure they develop robust procedures to minimise the risk of allergic reactions and anaphylaxis, and that each pupil's needs can be met on an individual basis. Blanket procedures and policies may result in a false sense of security and lead to the pupil being put at avoidable risk. The procedures in this risk assessment should be used as a starting basis only – additional procedures may need to be put in place based on the pupil's needs.

Area for concern	Risk rating prior to action H/M/L	Recommended controls	In place? Yes/No	By whom?	Deadline	Risk rating following action H/M/L
Adherence to policies, procedures and documents	H	<ul style="list-style-type: none"> • Staff members are made aware of and adhere to guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> - The Human Medicines (Amendment) Regulations 2017 - The Food Information (Amendment) (England) Regulations 2019 (Natasha's Law) - Department of Health and Social Care (2017) 'Guidance on the use of adrenaline auto-injectors in schools' - DfE (2015) 'Supporting pupils at school with medical conditions' - DfE (2021) 'Allergy guidance for schools' • Staff members are made aware of and adhere to school policies including, but not limited to, the following: <ul style="list-style-type: none"> - <u>Health and Safety Policy</u> - <u>First Aid Policy</u> - <u>Supporting Pupils with Medical Conditions Policy</u> - <u>Administering Medication Policy</u> - <u>Allergen and Anaphylaxis Policy</u> • The pupil's medical records are always kept up-to-date and filed 	<u>Y</u>	<u>Headteacher</u>	<u>XX.XX.X</u> <u>X</u>	<u>M</u>

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		<p>correctly.</p> <ul style="list-style-type: none"> ● Where necessary, an Asthma Risk Assessment is carried out for the pupil in line with the school's Asthma Policy. In progress ● Incidents are properly recorded and the accurate reporting of incidents is monitored. ● Where appropriate, the pupil is made aware of any procedures they need to follow to help keep themselves safe. 				
Training		<ul style="list-style-type: none"> ● Designated staff members are adequately trained on managing emergency medical situations, including anaphylaxis and the use of adrenaline auto-injectors (AAIs), and how to support the pupil's individual needs. ● The appropriate staff members are trained on how to monitor items, products and surfaces within the school environment that may trigger the pupil's specific allergies. ● As part of their induction, all staff members are trained to spot the symptoms of various allergic reactions and anaphylactic shock. ● Where the pupil has a food allergy, all staff are adequately trained to check food labels for any allergens that may trigger the pupil's specific allergies. 				
Communication		<ul style="list-style-type: none"> ● The pupil's parents make the school aware of any allergies their child has, and any changes to allergy triggers, symptoms, and medical requirements. ● Any changes are accurately recorded, and the relevant staff are made aware of any changes in the pupil's needs. ● Where necessary, any changes to the school's food menu and materials used in the school's resources are communicated to the pupil and their parents as soon as possible. ● The pupil's parents make the school aware of whether their child 				

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		<p>knows if they are experiencing an allergic reaction and how they communicate this.</p> <ul style="list-style-type: none"> ● The pupil's parents make the school aware of any medication their child needs. ● The pupil's parents keep the school updated of their contact number(s) in case they need to be reached in an emergency. 				
Failure to recognise symptoms		<ul style="list-style-type: none"> ● Where possible, the pupil recognises their own symptoms of allergic reaction and knows how to communicate for help. ● All staff members are aware of the symptoms to look out for if the pupil is having an allergic reaction. ● Where the pupil is at risk of a reaction relating to skin contact with an allergen, e.g. natural rubber latex, regular skin checks are performed, where appropriate, in order to spot the early signs of irritation. 				
Failure to prevent contact with allergens		<ul style="list-style-type: none"> ● The school develops robust procedures for the pupil to avoid the allergen, in conjunction with the pupil's parents and any necessary medical professionals, and reviews the effectiveness of the procedures on a regular basis. ● Where the pupil has a food or contact-based allergy: <ul style="list-style-type: none"> - Staff are made aware that food and other products may contain small traces of the target allergen(s). - Staff are vigilant when allowing the pupil to come into contact with new items or products that may contain the target allergen(s). - Safe alternatives are used where possible, including for practical-based lessons, e.g. food technology. - The pupil does not participate in practical school lessons where contact with target allergen(s) cannot be avoided and 				

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		<p>safe alternatives are not available – the school provides a safe and equal lesson alternative instead.</p> <ul style="list-style-type: none"> ● Where the pupil has an insect bite or sting allergy: <ul style="list-style-type: none"> - The site manager is vigilant for the presence of the target insect around the school premises, e.g. wasp nests. - Staff are made aware of what the target insect looks like and to report the presence of any target insects and their nests. - Where required, procedures are in place for the nests of the target insect to be removed from the school premises safely. - The pupil uses insect repellent while outdoors, where appropriate. - Preventative measures are in place to minimise the chance of target insects settling on the school premises, e.g. gaps in roofs are kept sealed. ● Where the pupil has an allergy to certain types of medicine: <ul style="list-style-type: none"> - Safe alternatives are stocked and used. - Staff are aware that the pupil cannot be given the target medication. - Information about the allergy is included in the pupil's emergency records in the event they need to be taken to hospital from school. ● Where the pupil has an allergy to fungi, e.g. mould and mildew: <ul style="list-style-type: none"> - The site manager is vigilant for the presence of the target fungus on the school premises, both indoors and outdoors. - Staff are made aware to report the presence of any colonies of the target fungus and what it looks like. - Any target fungus present is removed safely from the premises as soon as possible. 				

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		<ul style="list-style-type: none"> - Preventative measures are in place to minimise the growth of the target fungus throughout the school premises, e.g. keeping windows open to minimise mould growth in humid areas. - The pupil's outdoor activities are limited when the target fungus counts are high, e.g. mould spores. - High grade face masks are available if a safe alternative to avoiding the target fungus cannot be found. • Where the pupil has an allergy to animal secretions, hair or dander: <ul style="list-style-type: none"> - The target animal(s) are not allowed in school unless the pupil can be safely prevented from contact. - Where the target animal(s) has been in school, the area is thoroughly cleaned before the pupil is allowed to enter it. - Staff and pupils ensure they wear clean clothes when attending the school, free of animal hair, secretions or dander, where reasonably practicable. - Staff and pupils who have handled the target animal(s) ensure they wash their hands before interacting with the pupil. • Where the pupil has a pollen allergy: <ul style="list-style-type: none"> - The site manager is aware of any trees or plants present on the site that may cause the pupil to have an allergic reaction. - Where required, the pupil takes pollen allergy medication before the pollen season begins. - Where possible and reasonable to do so, windows in rooms the pupil is using are kept closed during days where the pollen count is high. - Where possible and reasonable to do so, the pupil's outdoor 				

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		<p>activities are limited during days where the pollen count is high.</p> <ul style="list-style-type: none"> - The pupil is permitted to wear sunglasses and cover their hair to protect them outdoors when the pollen count is high. 				
School trips		<ul style="list-style-type: none"> • A separate risk assessment is conducted for each school trip the pupil attends. • All activities on the school trip are risk assessed to see if they pose a threat to the pupil and alternative activities are planned where necessary to ensure the pupil is included. • The school speaks to the pupil's parents where appropriate to ensure their cooperation with any special arrangements required for the trip. • A designated adult is available to support the pupil at all times during a school trip. • If the pupil has been prescribed an AAI, at least one adult trained in administering the device attends the trip. • The pupil's medication is taken on the trip and stored securely – if the pupil does not bring their medication, they cannot attend the trip. • A member of staff is assigned responsibility for ensuring that the pupil's medication is carried at all times throughout the trip. • Two AAIs are taken on the trip and are easily accessible at all times. 				

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		<ul style="list-style-type: none"> Where the venue or site being visited cannot assure appropriate food can be provided to cater for the pupil's allergy, the pupil takes their own food or the school provides a suitable packed lunch. 				
Failure to provide equal opportunities		<ul style="list-style-type: none"> The school ensures the pupil can participate safely in all school activities and treats, where possible. Where the risk of an allergic reaction is present by participating in a school activity or treat, there are safe alternatives in place for the pupil to allow them a safe and equal experience. Where the school activity or treat cannot offer a safe and equal experience for the pupil, an alternative activity or treat takes place that allows the pupil to participate as much as possible. 				
Bullying		<ul style="list-style-type: none"> All bullying is managed in line with the ACE Code of Conduct and the ACE Behaviour Policy. The importance of keeping the pupil safe is reinforced to other pupils, where necessary. Intentionally triggering, or attempting or pretending to trigger, the pupil's allergies is taken seriously by the school and dealt with immediately. 				
Not identifying allergen information in food		<ul style="list-style-type: none"> Where the pupil has a food allergy: <ul style="list-style-type: none"> School caterers ensure they check any product changes with the supplier. School caterers ensure they read all product information 				

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		<p>before using it.</p> <ul style="list-style-type: none"> - Allergens are labelled on the school's food menu. - Allergens in food are monitored at every step of the catering process and stored appropriately. - Processes are in place to help the pupil identify the relevant allergen(s) in school food. 				
Food and surface contamination		<ul style="list-style-type: none"> • Where the pupil has a food allergy: <ul style="list-style-type: none"> - There is a set of kitchen equipment that is only for use with the pupil's food and drink. - The separate kitchen equipment is a different colour to regular-use equipment to remind kitchen staff to keep them separate. - Where required, food items containing specific allergen(s) are stored separately. - As far as reasonably practicable, food items containing the specific allergen(s) are not served at or bought into the school. 				
Food risks from other individuals		<ul style="list-style-type: none"> • Where the pupil has a food allergy: <ul style="list-style-type: none"> - They are aware to only eat the food that has been given to them by members of staff or their parents. - Members of staff are vigilant for pupils exchanging food with 				

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		<p>each other.</p> <ul style="list-style-type: none"> - Pupils are made aware about the potential risks of sharing food with each other. - A letter is sent to parents to make them aware of the severity of allergies and they are encouraged to reinforce the school's message about not sharing food. - The pupil stores their food and drinks separately. 				
Incorrect or inaccurate product labelling		<ul style="list-style-type: none"> • Where the pupil has a food or contact-based allergy: <ul style="list-style-type: none"> - Ingredient and allergen information on food and other products is listed in a clear, legible format and either printed on the packaging or on a secured label. - The school packages food or products made or packed on the premises in line with the Allergen and Anaphylaxis Policy. - Staff are vigilant when checking food and product labels to ensure they are suitable for the pupil. - Where appropriate, the pupil is aware of checking food and product labels to ensure they do not contain the allergen(s) they are allergic to. 				
Improper use of medication		<ul style="list-style-type: none"> • AAIs are stored safely and labelled for identification with the pupil's name, photograph and allergy action plan. • The AAI box is kept in the pupil's classroom(s) with the first aid box and all staff are made aware of its location. • Any additional medication is kept in the same box. 				

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		<ul style="list-style-type: none"> ● The pupil's medication is only administered by an adequately trained, designated member of staff, in accordance with the Administering Medication Policy. ● The school seeks the consent of the pupil's parents for the administration of their child's medication. 				
First aid and emergencies		<ul style="list-style-type: none"> ● Staff are aware of and adhere to the procedures outlined in the First Aid Policy. ● An adequate number of AAls for the pupil's weight and age group are available on-site at all times. ● AAls are kept at the temperature range specified by the manufacturer. ● Regular monitoring of the expiry dates on AAls is in effect and expired AAls are disposed of and replaced. ● Staff are made aware to remove anything containing the target allergen away from the pupil immediately. ● Procedures are in place to ensure the emergency services can be called immediately in the event of anaphylaxis. ● There are an adequate number of first aiders on the school premises at all times. ● Procedures are in place in the event the pupil needs to go to hospital, e.g. a designated member of staff accompanies the pupil. 				