

Allergen and anaphylaxis risk assessment

Important note: This risk assessment identifies typical examples and controls to illustrate how schools may manage certain risks. These can be used as a guide to think about hazards in your school and the steps needed to manage those risks. In order to be compliant with the law and protect your community, you must consider the specific hazards and controls your school needs and **must not** use this template without assessing your school's risks.

Name of school

Assessment conducted by: DTate	Job title: DSL, SENDCo	Covered by this assessment: all school
Date of assessment: July 2026	Review interval: yearly	Date of next review: September 2027

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

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
Awareness of policies and procedures	<u>H</u>	- Staff members are made aware of and adhere to guidance and legislation including, but not limited to, the following: - 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' [Updated] DfE (2017) 'Supporting pupils at school with medical conditions' [Updated] DfE (2025) 'Allergy guidance for schools'	<u>Y</u>	<u>Headteacher</u>	23.10.2026	<u>M</u>

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
Awareness of policies and procedures	<u>H</u>	- Staff members are made aware of and adhere to school policies including, but not limited to, the following: Health and Safety Policy First Aid Policy Supporting Pupils with Medical Conditions Policy Administering Medication Policy Allergen and Anaphylaxis Policy	<u>Y</u>	<u>DSL</u>	23/10/2026	<u>M</u>
	<u>H</u>	All individual medical records are kept up-to-date, filed correctly and the school documents any known allergies.		<u>FSO</u>	September 7th 2026	<u>M</u>
	<u>H</u>	Pupils identified as being at a high risk of a severe allergic reaction have an Individual Health Plan (IHP) in place.		<u>FSO</u>		

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
Awareness of policies and procedures	<u>M</u>	[New] Where appropriate, staff identified as being at a high risk of a severe allergic reaction have an Individual Health Plan (IHP) in place.	<u>N</u>	<u>FSO</u>	September 7th 2026	<u>M</u>
Awareness of managing emergency medical situations	<u>H</u>	[New] IHPs provide sufficient detail about the individual's diagnosed condition, triggers, symptoms and the appropriate response to be followed in the event of an allergic reaction. [New] If adrenaline auto-injector (AAI) (often referred to as epi-pens) have been prescribed to an individual, their IHPs provide details of where they are kept, ie either on the person (if deemed capable) or stored in medicine cabinet for retrieval by relevant staff at relevant times. - Staff members are adequately trained on managing emergency medical situations, including anaphylaxis, and supporting pupils and colleagues who have allergies.	<u>Y</u>	<u>FSO</u>	September 1st 2026	<u>M</u>

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
Awareness of policies and procedures	<u>H</u>	- The appropriate staff members are trained on how to monitor correct food labelling and ingredients. - Where necessary, an Asthma Risk Assessment is carried out in line with the school's Asthma Policy. - Where required, an Animals in School Risk Assessment is carried out.	<u>Y</u>	<u>School catering civic centre</u> <u>FSO and DSL</u>	<u>September 1st 2026</u>	<u>L</u>
[Updated] Managing anaphylactic shock	<u>H</u>	- Members of staff keep on them a means of alerting others to an emergency, e.g. school message - Others are asked to move away from the individual who is experiencing anaphylaxis	<u>Y</u>	<u>FSO/DSL</u>	<u>Already in place</u> <u>September 1st 2026</u>	<u>M</u>

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		- The individual experiencing anaphylaxis is not moved and, where safe and appropriate to do so, is made comfortable. [Where the individual is a pupil:] [Updated] A member of staff requests an ambulance, and a trained first aider administers emergency first aid. [New] Staff follow the procedures outlined within the pupil's IHP. [Updated] Where necessary the first aider will administer the AAI, whilst another member of staff supports. [New] If a pupil has been deemed capable of managing their own medical condition and is able to administer the AAI themselves, staff will support the individual in doing so, as stated in their IHP.				

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		- Any staff member administering medication acts in accordance with the Administering Medication Policy. - A designated member of staff accompanies the individual to hospital, where required. - The individual's registered emergency contact is notified immediately. [New] [Where the individual is an adult] - The individual or a member of staff present requests an ambulance, and a trained first aider is sought to administer emergency first aid. - Staff follow the procedures outlined within the member of staff's IHP. - If capable, the individual experiencing anaphylaxis will administer the AAI themselves, whilst staff that are present support.				

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		- If the individual is incapable of self-administering the AAI, the first aider will administer it for them, whilst another member of staff supports - Where it is felt necessary & appropriate, a designated member of staff accompanies the individual to hospital. - The individual's registered emergency contact is notified immediately.				
Communication	<u>H</u>	- Parents make the school aware of any allergies their child has, any changes to allergy triggers or symptoms, and any changes to medical requirements. - Staff members make the school aware of any allergies they have, any changes to their allergy triggers or symptoms, and any changes to their medical requirements.	<u>Y</u>	<u>Parents inform school</u> <u>Staff inform FSO</u>	<u>As soon as aware</u>	<u>M</u>

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		- Any changes are adequately recorded, and the relevant staff are made aware of the new information, e.g. teachers, school nurse, etc. - Changes in food ingredients, e.g. new allergens, or the materials used in the school's resources, e.g. single-use gloves and toys, are communicated to staff, parents and pupils as soon as possible.				
Eating at school	H	- All staff, pupils and visitors are made aware not to eat or drink at any time other than the designated break times during school hours. Unless as part of a lesson, supervised by staff. - Individuals are only permitted to eat and drink in the lunchtime hall, staffroom or supervised in other areas, such as classrooms, alternative lunch areas (Library/Phoenix Room).	N	All staff	September 1st 2026	M

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Failure to recognise symptoms	H	- As part of their induction, staff are trained to spot the symptoms of various allergic reactions and anaphylactic shock. - Individuals are taught to recognise symptoms in themselves and others. - Where the individual is at risk of a reaction relating to skin contact with an allergen, e.g. natural rubber latex (NRL) allergy, regular skin checks are performed by the individual and, where appropriate, a suitable member of staff, to spot the early signs of irritation and/or dermatitis.	N	FSO	On induction	M
Contact-based allergens in school resources	H	- Olive oil is used in play dough in place of other oils that may be allergens. - Where an individual has a NRL allergy, the suitability of latex-containing school resources is assessed, e.g. the use of disposable gloves.	N	All staff FSO	September 2026 As alerted to allergy	M

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		- The school assesses whether certain tasks can be safely and hygienically carried out without the need to use disposable gloves, to avoid triggering an allergic reaction in an individual with an NRL allergy. - Where gloves are required, 'low-protein', powder-free or latex-free gloves are worn when: - The wearer has an NRL allergy. - Food is being prepared for an individual with an NRL allergy. - Care or first aid is being provided to an individual with an NRL allergy. - Low-protein latex products are manufactured in line with the European Standards indicated by EN420.				

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		- The individual avoids contact with latex-containing school resources, such as: - Rubber toys, e.g. balls - Bottle teats, e.g. in early years settings and science classrooms - Rubber bands - Adhesive tape - Rubberised matting, e.g. mats used in PE - Seating covers - Suitable alternatives to allergen-containing products and resources are used, where necessary. - Other individuals using latex-containing school resources, particularly where they are powdered, e.g. powdered disposable gloves, are aware of				

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		how to avoid any cross-contamination with latex-free and/or powder-free alternatives. - Where contact with allergen-containing school resources is unavoidable and relatively safe, steps are in place to ensure the individual can minimise the duration of contact. - Where this is not a safe option and the task must be undertaken, the school considers whether the task can be completed by another individual.				
School trips	H	- A separate risk assessment is conducted for each school trip which is specific to the location that is to be visited. - A designated adult accompanies any pupils at risk at all times.	Y	Risk assessment by teacher Checked by ASc	As needed	M

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		- Pupils' medication is taken and kept by the class teacher or adult accompanying the pupil in their group. - Staff and volunteers ensure they have the appropriate medication with them while on a school trip. - Any AAls, including a spare, are taken on the trip and stored securely.				
Food contamination	H	- All food tables are disinfected before and after being used. - Anti-bacterial wipes and cleaning fluid are used. - Boards and knives used for fruit and vegetables are a different colour to remind kitchen staff to keep them separate. - Kitchen utensils are washed before being used for pupils with allergies to avoid cross-contamination	Y	Lunchtime /dinner staff School cook BASC Staff preparing food/DT lessons/	From date of RA	M

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		- Food items containing bread and wheat are stored safely, avoiding contact with other food. - Food items containing nuts are not served at or bought into the school, in line with the school's Nut-free Policy.		snacks		
Food risks from other individuals	H	- Pupils at risk of anaphylaxis are told only to eat the food that has been given to them. - Members of staff are vigilant for pupils exchanging food with each other. - A letter is sent to parents to make them aware of the severity of allergies. The letter stipulates that pupils must not have any food items in their lunchbox that may be harmful to other individuals. - Where possible, staff, pupils and visitors with food allergies store their food and drinks separately.	Y	All staff	From date of RA	M

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Incorrect or inaccurate food labelling	H	- The school ensures that, to meet its legal obligations in line with the Food Information (Amendment) (England) Regulations 2019 (Natasha's Law) from 1 October 2021, foods classed as 'pre-packed for direct sale' (PPDS): - Clearly display the full name of the food. - Include the full ingredients list. - Clearly show any allergens, e.g. emphasised in bold. - Ingredient and allergen information is listed in a clear, legible format and either printed on the packaging or on a secured label. - The allergens listed are in line with the Allergen and Anaphylaxis Policy and apply to all PPDS foods, including PPDS foods prepared at the school.	No prepacked food for lunchtime service			M

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		- PPDS foods are not labelled as 'free from' unless staff are absolutely certain there are not traces of that ingredient in the product. - Food allergen tracing procedures are in effect in line with the Allergen and Anaphylaxis Policy.				
Improper use of medication	H	- Where required, an AAI is kept in a small clear box inside a second clear box with the individual's name and photograph on it. - This box is kept in the individual's work area or classroom with the first aid box and all staff are made aware of its location. - Any additional medication is kept in the same box. - The medication is administered by an adequately trained, designated member of staff, in accordance with the Administering Medication Policy.	N	FSO	September 4 th 2026	M

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
		- Regular reviews take place to assess the successes or failures of the school's current safeguards. - Parental consent forms are required for the administration of any medication to pupils.				