



ANYPHALAXIS POLICY V1 (2026)

INFORMATION

Version: 3.1

Date created: 28/01/2026

Next review date: 31/07/2026

Applies to: All staff, students, parents



1. PURPOSE

This policy outlines procedures to **prevent, recognise, and respond to anaphylaxis**, and describes how the school safely stores and administers **spare emergency adrenaline auto-injectors (AAIs)** in line with national guidance. Schools are permitted to purchase spare AAIs without a prescription for emergency use.

2. UNDERSTANDING ANAPHYLAXIS

Anaphylaxis is a **severe, life-threatening allergic reaction** that requires immediate treatment and emergency services. Signs may include:

- Swollen lips, face, or eyes
- Itching or hives
- Sudden behaviour changes
- Persistent cough, hoarse voice, swollen tongue
- Difficulty breathing
- Dizziness, collapse, or unconsciousness

If any of the severe symptoms are present, **adrenaline must be administered immediately** and 999 called without delay.

3. LEGAL FRAMEWORK

From **1st October 2017**, primary schools in England may purchase spare AAIs for emergency use.

Under **Regulation 238 of the Human Medicines Regulations 2012**, anyone, including school staff, may legally administer adrenaline to save a life in an emergency.



4. ELIGIBILITY FOR USE OF SPARE AAIS

A school spare AAIs may be administered to:

1. A pupil **already diagnosed with a severe allergy**, who has **written parental consent** and a **prescribed AAI** but whose own device is not available or not working.
2. In *exceptional emergencies*, a child or adult who has a **sudden severe allergic reaction** without a prior diagnosis.

5. STORAGE AND ACCESS TO AAIS

- AAIs must be stored in a **clearly marked, central location**, easily accessible within **5 minutes**. They must **never be locked away**.
- Primary pupils' prescribed AAIs will be stored in labelled emergency kits.
- Spare AAIs must be stored separately from pupils' personal devices and checked regularly for **expiry dates** and **device condition**.

6. INDIVIDUAL HEALTHCARE PLANS (IHP)

Each pupil with a diagnosed severe allergy must have an IHP that includes:

- Allergy triggers
- Symptoms profile
- Prescribed medications
- Emergency instructions
- Parent/carer contact information
school staff must meet parents promptly to ensure clarity on procedures.

Parents must provide **up-to-date medical information** and replacements for expired or used personal AAIs.



7. PREVENTATIVE MEASURES

The school will:

- Maintain an **allergy-aware culture**, reinforcing the fact that we are a nut-free school, encouraging transparent communication between staff and families.
 - Ensure the environment reduces allergen exposure when possible (e.g., dining hall management, handwashing routines).
 - Address **allergy-related bullying** as part of safeguarding duties.
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8. STAFF TRAINING

- Staff will receive **annual allergy and anaphylaxis training**, including how to recognise symptoms and how to use AAIs.
 - Multiple staff members will be **designated** to access and administer spare AAIs in emergencies (although all staff will be trained to do this).
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9. EMERGENCY RESPONSE PROCEDURE

If an allergic reaction occurs:

Mild-moderate reaction

- Stay with the child and monitor.
- Give antihistamine if included in the child's action plan.
- Contact parent/carer.
- Watch for escalation.

Severe (anaphylaxis) symptoms

- **Lie the child flat** and raise legs (unless breathing difficulty requires sitting).
- **Administer the prescribed or spare AAI immediately.**
- **Dial 999**, stating *anaphylaxis*.
- If no improvement after 5 minutes, administer a **second AAI**.
- Stay with child until ambulance arrives.

Staff must always call 999, **even when adrenaline has already been given**, including when using a spare pen.

10. NUMBER OF AAIS REQUIRED

Pupils with known allergies should always have **two personal AAIs** available during the school day, including on trips.

Schools may keep **spare AAIs** as part of their emergency preparedness. We currently have 0.15mg and 0.30mg AAIs to reflect the dosage stated on IHPs.



11. RECORD KEEPING

The school will record:

- Any administration of an AAI (prescribed or spare)
 - Signs/symptoms observed
 - Time of administration
 - Staff member administering
 - Communication with emergency services and parents
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12. REVIEW OF THE POLICY

This policy will be reviewed annually or after any anaphylaxis event.



REFERENCES

1. NHS - anaphylaxis overview

<https://www.nhs.uk/conditions/anaphylaxis/>

2. Anaphylaxis UK - guidance for primary schools

<https://www.anaphylaxis.org.uk/education/guidance-for-primary-schools/>

3. Department of health & social care - guidance on the use of adrenaline auto-injectors in schools (2017)

<https://www.gov.uk/government/publications/using-emergency-adrenaline-auto-injectors-in-schools>

pdf:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/645476/adrenaline auto injectors in schools.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/645476/adrenaline_auto_injectors_in_schools.pdf)

4. Anaphylaxis UK - essential guidance for schools on using spare AAIs

<https://www.anaphylaxis.org.uk/education/essential-guidance-for-schools-on-using-spare-adrenaline-auto-injectors-aais/>

5. Spare pens in schools - staff training and policy information

<https://www.sparepensinschools.uk/for-schools/staff-training-and-school-policies/>

6. Allergy UK - spare pens in schools

<https://www.allergyuk.org/for-industry-and-education/schools-early-years/spare-pens-in-schools/>

7. NEL primary care - spare/backup adrenaline auto-injectors FAQ (2021)

https://primarycare.northeastlondon.icb.nhs.uk/wp-content/uploads/2025/04/Spare-or-back-up-Adrenaline-Auto-injectors-AAIs-Frequently-asked-Questions_-April-2021-V1.0.pdf

8. Allergy aware UK - safer schools: spare AAIs, training and policy wins

<https://www.allergyawareuk.org/post/safer-schools-spare-aais-training-and-policy-wins>

