



THE
**WHITE
HOUSE**
PREPARATORY SCHOOL

The White House Preparatory School and Woodentops Nursery

Allergies and Allergic Reactions Policy

At The White House Preparatory School and Woodentops Nursery, we are fully aware that children may have or develop allergies that can result in anaphylaxis or other allergic reactions. This policy stands alongside the additional policy for Woodentops Nursery, as well as our Health and Safety, Food Hygiene, and First Aid policies, ensuring a rigorous, proactive approach to pupil safety.

Nut-Free Site Declaration

Mandatory Notice: The White House Preparatory School and Woodentops Nursery operates strictly as a **Nut-Free Site**. We do not knowingly use, permit, or allow products containing nuts anywhere on the school premises. This restriction applies to all school-provided catering, snacks brought from home, food gifts, and items packed for school excursions.

Compliance with Benedict's Law

In strict alignment with statutory requirements, this policy enforces the following core safety protocols:

1. Mandatory Whole-Staff Training

- Allergy and anaphylaxis awareness training is **compulsory for all school staff members**, including teachers, teaching assistants, nursery practitioners, administrative staff, caretakers, and lunchtime supervisors.
- Training is conducted annually and covers early symptom recognition, emergency adrenaline auto-injector (AAI) administration, and 999 emergency protocols.



Principal Mrs M. McCahery Cert Ed **Headmaster** Joe Knight BA Hons, PCGE, NPQH

24 Thornton Road, London, SW12 0LF

020 8674 9514 office@whitehouseschool.com

www.whitehouseschool.com



THE
**WHITE
HOUSE**
PREPARATORY SCHOOL

- The school conducts regular, practical anaphylaxis emergency drills to maintain staff readiness.

2. Spare Emergency Adrenaline Auto-Injectors (AAIs)

- In addition to prescribed student medication, the school maintains an emergency stock of **spare, in-date Adrenaline Auto-Injectors (AAIs / EpiPens)** on site.
- These spare AAIs are kept in the School Office, a central, easily accessible location known to all staff, to be used in line with emergency protocols if a pupil's prescribed device is compromised or unavailable.

3. Universal Individual Healthcare Plans (IHPs)

- The school does not make clinical judgments regarding the "severity" of an allergy. **Every child with a diagnosed allergy will have an Individual Healthcare Plan (IHP)** co-created with parents and medical guidance.
- All dietary, environmental, and medical needs are logged centrally, updated dynamically, and securely distributed to relevant staff.

Procedures & Daily Management

1. Risk Identification & Information Sharing

- **Registration:** Parents must disclose all known allergy details on the child's registration form prior to entry, and update the school immediately if any new allergies are identified.
- **Information Cascade:** Master records of pupils with medical or dietary requirements are securely displayed in the Dining Hall, the School Office, and are duplicated inside the designated trip folders taken on all school excursions.

2. Food, Catering, and Dining Hall Protocols

- **Caterer Alignment:** The school food provider is fully integrated into our allergy reporting system. They receive real-time updates regarding student IHPs to manage food preparation and cross-contamination risks.
- **Home-Brought Items:** All snacks brought from home must arrive in their **original packaging** and be handed directly to the class teacher for checking at



Principal Mrs M. McCahery Cert Ed **Headmaster** Joe Knight BA Hons, PCGE, NPQH

24 Thornton Road, London, SW12 0LF

020 8674 9514 office@whitehouseschool.com

www.whitehouseschool.com



THE
**WHITE
HOUSE**
PREPARATORY SCHOOL

the start of the day. Nuts must not be listed in the ingredients. **Homemade snacks are strictly prohibited**; fresh fruit and vegetables are strongly encouraged.

- **Dining Room Supervision:** The Dining Room is monitored extremely closely by trained staff. All children with allergies are issued meal cards indicating specific ingredients to avoid. Pupils with acute allergies are issued **red cards**. Dedicated, inclusive seating arrangements are enforced where appropriate.
- **Excursions:** All packed lunches and snacks for school trips are provided directly by our school caterer under strict allergen-controlled conditions. Distribution is monitored directly by the class teacher.

3. Incident Logging and Analysis

- Every allergic reaction—regardless of severity—must be formally logged in the incident book and the school's allergy register.
- All incidents are reviewed by the Designated Allergy Lead to identify lessons learned and update risk assessments accordingly.

Emergency Response Protocol

In the event of a severe allergic reaction or suspected anaphylaxis, any staff member present is empowered and required to act without delay:

- **Administer the AAI / EpiPen immediately** if signs of anaphylaxis are present, following the child's IHP.
- **Call 999 for an ambulance immediately.** Staff must state clearly that a child is experiencing anaphylaxis. Staff must *never* attempt to transport a sick child in their own personal vehicle.
- **Deploy a second staff member** to assist with the child, help manage the emergency, and retrieve the spare school AAI if required.
- **Contact parents immediately** while waiting for the ambulance, arranging to meet them at the hospital.



Principal Mrs M. McCahery Cert Ed **Headmaster** Joe Knight BA Hons, PCGE, NPQH

24 Thornton Road, London, SW12 0LF

020 8674 9514 office@whitehouseschool.com

www.whitehouseschool.com



THE
**WHITE
HOUSE**
PREPARATORY SCHOOL

- **Accompany the child:** A designated staff member will ride in the ambulance with the child, ensuring they bring the child's IHP, registration forms, medical logs, medication sheets, and any personal comfort items.
- **Supervise remaining pupils:** School management will redeploy staff immediately to maintain safe supervision ratios for the rest of the children, who may be grouped together temporarily.
- **Provide post-incident support:** Anaphylactic events can be distressing. Staff will provide immediate comfort and reassurance to witnessing children, and follow-up support will be made available to the staff involved.

Policy Governance & Accountability:

- **Designated Allergy Lead:** Joe Knight, Headteacher
- **Oversight:** Principals/Vice Principals
- **Publication:** This standalone policy is published publicly on the school website and reviewed at least annually.

Policy will be reviewed annually			
Policy Reviewed:	Sept 26	By:	Headteacher
To be reviewed:	Sept 27	By:	Headteacher

