



Take 2 Cornwall

Allergy Safety Policy

Policy Owner: Take 2 Management Team

Approved By: Paula Atkinson

Date of Issue: 01/09/2026

Named Allergy Lead: Bruce Paton

1. Purpose

Take 2 Cornwall is committed to providing a safe, inclusive, and supportive environment for all children, young people, staff, volunteers, and visitors with allergies. We recognise that allergies can have a significant impact on health, wellbeing, attendance, and participation and that severe allergic reactions, including anaphylaxis, can be life-threatening.

This policy sets out the arrangements for managing allergy risks, responding to allergic reactions, supporting individuals with allergies, and promoting a culture of awareness and safety. It will be reviewed at least annually and following any serious incident or near miss.

2. Roles and Responsibilities

Allergy Lead

Take 2 Cornwall will appoint a named member of the Management Team to oversee allergy safety. Their responsibilities include:

- Implementing and monitoring this policy.
- Maintaining allergy records.
- Coordinating staff training.
- Ensuring appropriate emergency procedures are in place.
- Leading reviews following incidents or near misses.
- Overseeing of the liaising with parents, carers, healthcare professionals, and other outside agencies where necessary.

All Staff

All staff are responsible for:

- Understanding this policy.
- Completing allergy awareness training.
- Following individual healthcare plans and allergy action plans.
- Taking reasonable steps to reduce exposure to allergens.
- Recognising symptoms of allergic reactions and anaphylaxis.



- Acting promptly in an emergency.
- Reporting incidents and near misses.

3. Awareness Training

All staff at Take 2 will undertake annual allergy and anaphylaxis training. In addition, all Take 2 staff are first aid trained.

New staff will complete allergy awareness training as part of their induction.

4. Wellbeing and Inclusion

Take 2 Cornwall recognises that living with allergies can cause anxiety and affect emotional wellbeing.

We will:

- Foster an inclusive environment.
- Encourage open communication about allergies.
- Promote understanding and awareness among staff and young people.
- Ensure no child or young person is excluded from activities because of allergies where reasonable adjustments can be made.
- Respond promptly to any bullying, discrimination, teasing, or harassment related to allergies through our safeguarding and behaviour procedures.

5. Minimising Risk

Take 2 Cornwall will take reasonable measures to minimise exposure to known allergens.

This includes:

Food Provided by Take 2 Cornwall

Where food is provided:

- Known allergens will be identified and communicated.
- Dietary requirements and allergy information will be checked before food is provided.
- Staff involved in food preparation will follow appropriate food hygiene and allergen management practices.

Food Brought In

Where food is brought onto site by staff, young people, visitors, or families:

- Individuals will be informed of any significant allergy risks.
- Food sharing will be actively discouraged.
- Activities involving food will be risk assessed.



Activities and Learning

Staff planning activities will consider potential allergens including:

- Cooking activities.
- Arts and crafts.
- Animal contact.
- Outdoor activities.

Alternative materials or arrangements will be provided where required.

Airborne and Contact Allergens

Where an individual has a known allergy to airborne or contact allergens, reasonable adjustments will be made to reduce exposure wherever practicable.

6. Identification of Allergies

Take 2 Cornwall will maintain an up-to-date register of individuals with known allergies.

Information may be gathered from:

- Parents and carers.
- Young people.
- Education providers.
- Healthcare professionals.
- Referral documentation.

Records will include:

- Known allergens.
- Severity of allergy.
- Emergency contacts.
- Medication requirements.
- Location of medication.
- Relevant healthcare plans.

7. Individual Healthcare Plans

An Individual Healthcare Plan (IHP) will be developed where a young person's allergy:

- Has a significant impact on participation.
- Places them at risk of harm.
- Requires additional arrangements or support beyond everyday procedures.



Plans may include:

- Known allergens.
- Symptoms of concern.
- Preventative measures.
- Arrangements for support.
- Emergency response procedures.
- Medication requirements.

8. Prescribed Medication

Where a child or young person is prescribed an adrenaline auto-injector or other emergency medication:

- Medication should be readily available at all times.
- Staff will know where medication is stored.
- Medication will accompany the individual during activities, transport, visits, and off-site learning.
- Expiry dates will be monitored.
- Parents and carers remain responsible for supplying in-date prescribed medication.

9. Emergency Procedures

In the event of an allergic reaction:

1. Remain calm and reassure the individual.
2. Follow the individual's Allergy Action Plan or Individual Healthcare Plan.
3. Administer prescribed medication where required.
4. If anaphylaxis is suspected, administer adrenaline immediately without delay.
5. Call 999 and state that anaphylaxis is suspected.
6. Contact parents/carers as soon as reasonably practicable.
7. Monitor the individual until emergency medical assistance arrives.
8. Complete an incident report following the event.

10. Visits, Trips and Off-Site Activities

Take 2 Cornwall is committed to ensuring children and young people with allergies can participate safely in off-site visits and activities.



Prior to visits:

- Appropriate risk assessments will be completed.
- Allergy information will be in place and accessible, and staff will have considered student Individual Health Care Plans as part of their risk assessment for the visit.
- Emergency medication requirements will be confirmed.
- Staff accompanying the visit will be informed of relevant healthcare plans.
- Staff will ensure that in the case of students who have been prescribed adrenaline auto-injectors and other medication, that these will be readily accessible throughout the trip.

11. Serious Incidents and Near Misses

All allergy-related incidents and near misses will be reported and recorded.

Following an incident:

- Immediate concerns will be addressed.
- Parents/carers will be informed.
- Records will be completed.
- Risk assessments and procedures will be reviewed.
- Lessons learned will be shared with relevant staff to prevent recurrence.

12. Information Sharing and Confidentiality

Take 2 Cornwall will manage allergy information in accordance with UK GDPR and data protection requirements.

Relevant information will be shared only with staff who need the information to safeguard and support the individual.

Where appropriate, reasonable information may be shared with peers to support safety and emergency response, in consultation with the young person and their parents/carers.

13. Raising Awareness

Take 2 Cornwall will:

- Publish this policy on its website and make it available on request.
- Ensure staff are familiar with the policy through annual training.
- Promote understanding of allergy safety among young people.
- Encourage a supportive and inclusive culture regarding medical needs and allergies.



14. Monitoring and Review

This policy will be reviewed:

- Annually.
- Following any significant allergy-related incident.
- Following any significant change in legislation or guidance.

The review will consider incidents, near misses, and feedback from staff, young people, parents/carers, and relevant professionals to ensure continuous improvement in allergy safety.

This policy was adopted by: Take 2 Cornwall	Date:01.09.2026 PJP
To be Reviewed: 01.09.2027	Signed: