All Souls' Catholic PRIMARY SCHOOL

Allergen Management Policy

January 2026

Review Programme	
Approved by Governors at:	**4th February 2026**
Date for next review:	**Autumn 2028**
Signed – Chair of Governors *Mrs Shirley Langford*	S. Langford
Signed – Headteacher *Andrew Cooke*	A Cooke

All Souls Catholic Primary School

"Christ is our Light"

Allergen Management Policy

All Souls' Catholic Primary School will take all reasonable precautions and exercise due diligence to ensure that our premises comply with the following regulations pertaining to the provision of allergen information:

- Food Information to Consumers Regulation EU 1169/2011
- The Food Information Regulations 2014
- Natasha's Law Oct 2021

All Souls' Catholic Primary School is committed to ensuring staff are aware of their obligations relating to food information and allergen management. Training specific to the provision of allergen information of our staff and pupils and the management of allergens within the school environment is provided and recorded. Alliance in Partnership is the school's catering provider who provide their staff with training and have purchase and recipe systems in place to monitor ingredients used in food prepared on our premises. All products purchased and provided by Alliance in Partnership are sourced from reputable suppliers. This is enforced by the stringent quality requirements we place on our nominated suppliers.

All Souls' Catholic Primary School & Alliance in Partnership does not knowingly purchase nuts or any products containing nuts, however we cannot completely guarantee the total absence of nuts and/or nut-derivative traces from any food products served in our catering provisions.

It is the responsibility of the parent to inform All Souls' Catholic Primary School & Alliance in Partnership of any dietary requirements update them of any changes. Please complete an Alliance in Partnership allergy form and state your child's allergy on their school admission form.

If your child requires an EpiPen or any other allergy medication, please provide the school with a clearly labelled supply and ensure you complete the 'Request For Medicine Administration' form via the 'Contact Us' section on our website. It is a parent's responsibility to ensure that allergy medications including EpiPens are in school and in date. Parents are also responsible for ensuring the school is informed, in writing, of any changes to children's health or medical records.

We will provide accurate allergen information through labelling, signage and verbal communication to allow our staff, pupils and visitors to make informed and reliable choices about the food they eat.

All Souls' Catholic Primary School & Alliance in Partnership will then engage with the parent to agree additional support for that child, such as a pre-ordered and separately prepared meal or a detailed consultation on the menu each day and what choices are suitable for their

needs. Where a child has a severe allergy that may cause anaphylactic shock, severe harm or death, we would advise parents to inform the Head Teacher to discuss their individual requirements in person.

Within the school curriculum, most notably the Design Technology curriculum, where pupils may be working with and preparing food, care will be taken, before planning and commencing such curriculum activities to consider any known allergies within the specific cohorts. Where these exist, any use of products containing these allergens will be avoided and alternate products/activities utilised.

Where parents/carers are asked to provide food items for events in school, where this food may be shared parents should be requested to provide any purchased items in full packaging so that any allergens are clearly identified. Children with known allergies should not be allowed to consume any homemade items of food provided by other pupils and this food should be stored/prepared separately to other food items.

All Souls Catholic Primary School strives to be a 'nut free' school in order to make our school environment safe for all pupils and staff. With this in mind, we ask parents to:

- Not include any items containing nuts in children's packed lunches
- Not provide nuts or nut containing products for children to consume at break time
- Not provide any items containing nuts to be distributed to other children for example as a treat to celebrate a child's birthday
- Not provide any items containing nuts for any school events

Staff are also requested to adhere to the above.

*Where members of staff or visitors invited to work in school bring items of food into school for use or consumption either with children or in the classroom, these items must not be taken further than the school office until checked for allergens by a member of the senior leadership team. Any risks presented must then be covered by an agreed protocol and risk assessment.**

Where parents wish to provide 'treats' to celebrate a child's birthday we respectfully request that these:

- Are not homemade
- Do not contain nuts or state that they may contain traces of nuts
- Are individually wrapped

Such items will typically be distributed at the end of the day such that they should be consumed with parental consent and under parental supervision.

All such items must be brought into school via the school office so that the admin team can confirm that they pose no risk to the children in the intended class.

This policy will be reviewed every two years or in the event of legislative changes or a change in the school's catering provider.

**this addition (02/26) should be adhered to but will be discussed by Governors during the Spring term 2026.*