

24th September 2026

Dear Parents/Carers

Updating our records: Allergy Safety Policy and Supporting Children with Medical Conditions Policy

I am writing to share our new **Allergy Safety Policy**, introduced this term to strengthen how we keep pupils with allergies safe, included and able to take part fully in school life. The policy has been written in accordance with the Department for Education's statutory guidance, *Allergy safety in schools (July 2026)*, and it sits alongside our existing **Supporting Children with Medical Conditions Policy**, which I would also like to take this opportunity to remind you of. Both policies are available from the school office and on our website.

Please complete and return one form for every child - even if your child has no medical condition.

What happens after you return the form?

- **No medical condition:** We will update our records to confirm this.
- **A condition we only need to know about:** If your child does not need support, medication or adjustments in school, we will make a note of the information you provide.
- **A condition requiring support or adjustments:** Your child will need an Individual Healthcare Plan (IHP). If they have had one before, tell us on the form. We will send you a new form to complete, together with a copy of the previous plan where one is held, so that it can be fully updated. One IHP can cover all of your child's medical conditions.

Allergies

If your child has an allergy (please see the enclosed policy and leaflet), you will need to obtain an **Allergy Action Plan** from your child's healthcare professional. We ask prescribers for the BSACI Paediatric Allergy Action Plan, as it is widely recognised, but we will accept any current, signed plan. This will be kept together with your child's Individual Healthcare Plan.

We have enclosed a leaflet explaining the difference between allergies and intolerances. Children with an intolerance will still have an Individual Healthcare Plan, but a medical professional does not need to provide an Allergy Action Plan.

Asthma

If your child has asthma, you will need to provide an **Asthma Action Plan** from your child's medical professional, which will be kept with their Individual Healthcare Plan. You will also need to provide a labelled, in-date reliever inhaler and spacer to be kept in school. A leaflet about asthma is also enclosed.

Please return the completed form to school by **Friday 2nd October**. If you have any questions about this letter, the policies, or completing the form, please do not hesitate to contact the school office.

Thank you for helping us keep every child safe, included and able to participate fully in school life.

A handwritten signature in black ink, appearing to read 'Grainger', enclosed within a thin black rectangular border.

Mrs Grainger
Headteacher