

Little Oaks Day Nursery

Allergies and Allergic Reactions Policy

As a Nursery we are aware that some children may have allergies which may cause allergic reactions. We will therefore ensure all staff follow this policy to ensure allergic reactions are minimised or where possible prevented and staff are confident and fully aware of how to support a child who may be having an allergic reaction.

- Staff will be made aware of the signs and symptoms of a possible allergic reactions, in the case of an unknown or first reaction in a child. These may include red rash, hives, nausea, stomach pains, diarrhoea, itchy skin, runny eyes, shortness of breath, chest pain, swelling of the mouth and tongue, wheezing and anaphylaxis.
- Information will be passed on by the parents to the child key person from completing an allergy information sheet on the child first settle session at nursery. The allergy information sheet will contain information about the child allergy, the signs and symptoms and medical procedure to follow. The parent will then go on to complete a care plan to records further emergency procedures and what medication to give if they have an allergic reaction. All information retained from the parent on these forms will be shared with all staff who care for the child and the kitchen who will need to prepare the correct meal.
- Each child will be issued if required with a critical medicine box containing information about the child's allergy and the correct up to date medicine to give in an emergency with the correct dose stated.
- The child will then be placed onto each rooms red allergy list and Critical Medicine sheet which are kept in each base room around the nursery to keep all informed.
- All food prepared for a child with a specific allergy will be prepared separately and in an area where there is no chance of contamination and served on equipment that has not been in contact with this specific food type.
- The manager, nursery catering staff and parents will work together to ensure a child with specific food allergies receives no food at nursery that may cause them harm. This may involve creating a separate menu for children with multiple food allergies.
- Every day a child with an allergy is in, the room staff must complete an allergy meal sheet for the kitchen stating what the child's allergy is and what they have been given for breakfast. Each meal time within the nursery the kitchen will write what meal the child has and what it contains which needs to be signed by both the kitchen and checked by the room staff before being served to the child.
- Children with allergies will have their food served on a red plate at all times to prevent the allergen coming in to contact with the child. In the area of self-service the cook will put the child's food into a separate serving dish to allow the child to continue self serving. The staff will then be responsible for ensuring the child serves the correct food. The cook and member of staff responsible for supervising a child

with allergies will sign each child's allergy meal sheet and a member of staff will witness the food given to ensure it complies with the information provided. Children with allergies will have their own allergy passport which will be placed in front of them before being served to highlight the child's allergies, without singling the child out at the table. A designated member of staff must sit with the child who has the allergy and wear a red apron, it is their job to ensure that the child's meal does not become contaminated with the food allergen from other children's plates.

- If a child has an allergic reaction to food, bee sting ,plant etc, that requires an Epi – pen, then at least two members of staff including the manager will receive specific medical training to be able to administer the treatment to each individual child. At a minimum at least one member of staff in each room will also have a Paediatric First Aid qualification.
- A sick child above all needs their family, so every effort will be made to contact a family member as soon as possible and the child's emergency procedure on their individual care plan needs to be followed and the critical medicine given.
- If the allergic reaction is severe a member of staff will contact the emergency services immediately. Nursery staff will not attempt to transport a sick/ injured child in any nursery vehicles.
- Whilst waiting for an ambulance, we will contact and arrange to meet parents at the hospital.
- A senior member of staff must accompany the child and collect together registration forms, relevant medication sheets and medication and child's belongings. All other children will be distracted and moved away from the incident.
- Staff must remain calm at all times, children who witness an allergic reaction may well be affected by the incident will be given cuddles and lots of reassurance.
- All incidents will be recorded, shared and signed by the parent at the earliest opportunity.