



MANAGING CHILDREN WITH ALLERGIES POLICY

Policy Statement

We provide care for healthy children and promote health through identifying any known allergies, preventing contact with the allergenic substance and through preventing cross infection of viruses and bacterial infections.

Procedures

- Before a child starts at pre-school, we obtain information from parents about any special dietary requirements, preferences, food allergies and intolerances their child has, and any special health requirements.
- We record information about each child's dietary needs on their Registration Form and parents sign this to signify that it is correct.
- We have ongoing discussions with parents to ensure that our records of their children's dietary needs - including any allergies - are up to date. Parents sign the up-dated Registration Form to signify that it is correct. However, it is ultimately the parent's responsibility to inform us if their child's dietary needs have changed since they originally completed the Registration Form.
- We have ongoing discussions with parents and, where appropriate health professionals, to develop action allergy plans for managing any known allergies and intolerances. We share this information with all staff.
- If a child has an allergy or intolerance, an Allergy Risk Assessment Form is completed to detail the following:
 - - The allergen (i.e. the substance, material or living creature the child is allergic to such as nuts, seeds eggs, bee stings, cats etc).
 - The nature of the allergic reactions e.g. anaphylactic shock reaction, including rash, reddening of skin, swelling, breathing problems etc.
 - What to do in case of allergic reactions, any medication used and how it is to be used (e.g. EpiPen).
 - Control measures – such as how the child can be prevented from contact with the allergen.
 - Review.



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- This form is kept in the child's personal file. Details of the child's allergy are transcribed on to our "Dietary and Allergy List" which is displayed where all staff and volunteers can see it.
- Parents (or specialists) train staff in how to administer special medication in the event of an allergic reaction.
- Our pre-school is a permanent "nut-free zone". No nuts, anything containing nuts or nut products are allowed or used within the setting.
- Parents are made aware of the above so that no nuts, anything containing nuts or nut products are accidentally brought in, for example, for their child's packed lunch - see our separate "Lunch Club Policy" - or for a birthday. A cake to celebrate a birthday is welcome. It can be shop bought or home-made but must not contain any nuts, or nut products. The cake must therefore be supplied with a list of ingredients.
- We take account of the Food Standard Agency (FSA) requirement to check whether the snacks we prepare or cooking activities we undertake contain any of the 14 listed allergens below:

Cereals containing gluten, crustaceans, molluscs, soya, milk, celery, mustard, sesame, sulphur dioxide, eggs, fish, lupin, peanuts and other nuts.

- We take account of the Food Standard Agency (FSA) requirement to inform parents that the snacks we provide or cooking activities we undertake may contain the 14 allergens listed above.

Oral Medication

- Oral medications must be prescribed by a GP and have the manufacturer's instructions clearly written on them.
- All risk assessment procedures need to be adhered to for the correct storage and administration of the medication.
- We must be provided with clear written instructions on how to administer such medication and have the parent's or legal guardian's prior written consent. This is achieved by parents completing our "Medication Consent Form" which is kept on the child's file – see our separate "Administering Medicines Policy".



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Life Saving Medication & Invasive Treatments

These are adrenaline injections (EpiPens) for anaphylactic shock reactions (caused by allergies to nuts, seeds, eggs etc) or invasive treatments such as rectal administration of Diazepam (for epilepsy). To administer these treatments, we must have:

- a letter from the child's GP or consultant stating the child's condition and what medication if any is to be administered;
- written consent from the parent or guardian allowing staff to administer medication; and
- proof of training in the administration of such medication by the child's GP, a district nurse, children's' nurse specialist or a community paediatric nurse.

Children with Additional Needs

These are children requiring help with tubes to help them with everyday living e.g. breathing apparatus, to take nourishment, colostomy bags etc.

- We must have prior written consent from the child's parent or guardian to give treatment and/or medication prescribed by the child's GP.
- The child's Key person should have the relevant medical training/experience, which may include those who have received appropriate instructions from parents or guardians, or who have qualifications.