



Allergies Policy including Severe Nut & Food Allergies

This policy is concerned with a whole pre-school approach to the health care and management of those members of the pre-school suffering from specific allergies.

Whitsers Pre-school is aware that children who attend may suffer from food, bee/ wasp sting, animal or nut allergies and we believe that all allergies should be taken seriously and dealt with in a professional and appropriate way.

Whitsers Pre-school's position is not to guarantee a completely allergen free environment, but rather to manage and therefore minimise the risk of exposure, encourage self-responsibility from all parents and plan for effective response to possible emergencies.

Whitsers Pre-school is committed to no food and drink sharing.

Whitsers will have a hand and face washing station in the foyer on the days the child/ children with the touch sensitive allergy attends, this will help with preventing allergen contamination.

The *Statutory Framework* states that the provider must obtain information about any dietary requirements/allergy. As such parents are asked to provide details of allergies in the child's Enrolment Form, which is submitted before starting Pre-school. We rely on parents keeping us updated if an allergy previously undiagnosed arises.

Aim

The intent of this policy is to minimise the risk of any child suffering allergy-induced anaphylaxis whilst at pre-school.

The underlying principles of this policy include:

- The establishment of effective risk management practices to minimise the student, staff, parent and visitor exposure to known trigger foods and insects.
- Staff training and education to ensure effective emergency response to any allergic reaction situation.

This policy applies to all members of Whitsers Pre-School

- Staff including contingency staff
- Parents/ Carers

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- Volunteers
- Visitors

Definitions

Allergy - A condition in which the body has an exaggerated response to a substance (e.g. food and drug) also known as hypersensitivity.

Allergen - A normally harmless substance that triggers an allergic reaction in the immune system of a susceptible person.

Anaphylaxis - Anaphylaxis, or anaphylactic shock, is a sudden, severe and potentially life-threatening allergic reaction to food, stings, bites, or medicines.

Epipen - Brand name for syringe style device containing the drug Adrenalin, which is ready for immediate inter-muscular administration.

Minimized Risk Environment- An environment where risk management practices (e.g. Risk assessment forms) have minimised the risk of (allergen) exposure.

Health Care Plan- A detailed document outlining an individual's condition, treatment, and action plan for location of Epipen.

Procedures and Responsibilities for Allergy Management

General

- The involvement of parents and staff in establishing individual Health Care Plans.
- The establishment and maintenance of practices for effectively communicating child's healthcare plans to ALL staff.
- Staff training in anaphylaxis management, including awareness of triggers and first aid procedures to be followed in the event of an emergency.
- Age appropriate education of the children with severe food allergies.

Medical Information

- Whitsers will seek updated information via medical form at the commencement of each calendar year.

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- Any change in a child's medical condition during the year must be reported to the Pre-school.
- For children with an allergic condition, Whitsers requires parents / carers to provide written advice from a doctor (GP), which explains the condition, defines the allergy triggers and any required medication.
- The Pre-school Leader and Deputies will ensure that a Health Care Plan is established and updated for each child with a known allergy.
- All staff are required to review and familiarise themselves with the medical information.
- Action Plans with a recent photograph of relevant child with allergies will be displayed with parental permission. Also a photographic allergy board is on display in the kitchen area.

Medical Information (EpiPens)

Where EpiPens (Adrenalin) are required in the Health Care Plan:

- Parents/ carers are responsible for the provision and timely replacement of the EpiPens.
- The EpiPens are located securely in relevant locations approved by the Pre-school staff.

Parent's Role

Parents are responsible for providing verbally and in writing, ongoing accurate and current medical information to the pre-school.

Parents to send a letter confirming and detailing the nature of the allergy; including:

- The allergen (the substance the child is allergic to).
- The nature of the allergic reaction (from rash, breathing problems to anaphylactic shock).
- What to do in case of allergic reaction, including any medication to be used and how it is to be used.
- Control measures – such as how the child can be prevented from getting into contact with the allergen.
- If a child has an allergy requiring an EpiPen, or the risk assessment deems it necessary, a "healthcare plan" must be completed and signed by the parents.
- It is the responsibility of the parent to provide the Pre-school with up to date medication/ equipment clearly labelled in a suitable container.
- In the case of life saving medication like Epi-pens the child will not be allowed to attend without it.
- Parents are also required to provide up to date emergency contact information.

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- Snacks and lunches brought into pre-school are provided by each child's parent.
- It is their responsibility to ensure that the contents are safe for the child to consume.
- Parents should liaise with staff about appropriateness of snacks and any food-related activities (e.g. cooking).

Staff's Role

Staff are responsible for familiarising themselves with the policy and to adhere to Health & Safety regulations regarding food and drink.

- If a child's Enrolment Form states that they have an allergy then a "healthcare plan" is needed. It must be in place before the child starts attending sessions. A risk assessment should be carried and any actions identified to be put in place. The Assessment should be stored with the child's healthcare plan.
- Upon determining that a child attending Pre-school has a severe allergy, a staff meeting will be set up as soon as possible where all staff attend to update knowledge and awareness of child's needs.
- All Staff who come into contact with the child will be made aware of what treatment/ medication is required by the Pre-school Leader and where any medication is stored.
- All staff are to promote hand washing before and after eating.
- At Snack time, snacks are monitored by staff and are nut free and free of any other allergens depending on the children attending. All staff should know the procedures at snack and lunch time to ensure the safety of children with allergies.
- Staff will check ALL lunch boxes and known allergens will be removed safely.
- However staff cannot guarantee that foods will not contain traces of nuts.
- All tables and chairs are cleaned with an approved solution after all meal times.
- Children are not permitted to share food.
- A separate chopping board, knife, cup and plate will be used to avoid cross contamination with allergens and clearly labelled.
- If there is a touch sensitive allergy, staff, children and parents will be required to wash hands on entering playroom.
- As part of the Staff First Aid course, EpiPen use and storage has been discussed.
- We may ask the Parent for a list of food products and food derivatives the child must not come into contact with.
- Emergency medication should be easily accessible, especially at times of high risk.
- Staff should liaise with Parents about snacks and any food-related activities.
- To further mitigate increased risk, the setting will review hiring out tables, chairs and play equipment to other hall users to avoid unknown contamination.

Actions

In the event of a child suffering an allergic reaction:

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- We will delegate someone to contact the child's parents.
- If a child becomes distressed or symptoms become more serious telephone 999.
- Remove child to a quieter area, keep calm, make the child feel comfortable and give the child space.
- If medication is available it will be administered as per training and in conjunction with the "Medication Policy".
- If the parents have not arrived by the time ambulance arrives, a member of Staff will accompany the child to hospital.

Role of other parents

- Snacks and lunches brought to the Pre-school by other Parents must be allergen free.
- The Pre-school will ensure that parents are regularly reminded and will monitor the contents of lunchboxes and snack and a log will be kept.

The following procedures and documentation in relation to this policy are:-

- National Food trust and Food policy in schools.
 - Statutory Framework for the Early Years Foundation Stage – *Section 3- The Safeguarding and Welfare requirements- Food and Drink.*
- Managing Medicines in Schools and Early Years Settings (DfES 2005)

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