

# Allergies and Allergic Reactions Policy

At **Willow Cottage Nurseries** we are aware that children may have or develop an allergy resulting in an allergic reaction.

We aim to ensure allergic reactions are minimised or, where possible, prevented and that staff are fully aware of how to support a child who may be having an allergic reaction.

## Our procedures

- All staff are made aware of the signs and symptoms of a possible allergic reaction in case of an unknown or first reaction in a child. These may include a rash or hives, nausea, stomach pain, diarrhoea, itchy skin, runny eyes, shortness of breath, chest pain, swelling of the mouth and/or tongue, swelling to the airways to the lungs, wheezing and anaphylaxis. Staff are trained in appropriate treatments for allergies and anaphylaxis, the differences between allergies and intolerances and that children can develop allergies at any time, especially during the introduction of solid foods
- Before a child is admitted to the setting we obtain information about special dietary requirements, preferences, food allergies and intolerances that the child has
- We have ongoing discussions with parents and, where appropriate, health professionals to develop allergy plans for managing any known allergies and intolerances. We ask parents to inform staff of any allergies or intolerances discovered after registration
- We share all information with all staff, involved in the preparing and handling of food, including at mealtimes and snack times, and keep a dietary requirements folder in the Deputy Manager's Office.
- Where a child has a known allergy, the nursery manager will carry out a full Allergy Risk Assessment with the parent prior to the child starting the nursery and/or following notification of a known allergy and this assessment is shared with all staff
- All food prepared for a child with a specific allergy is prepared separately, to minimise the chance of contamination.
- The manager, nursery cook and parents will work together to ensure a child with specific food allergies receives no food at nursery that may harm them. This may include designing an appropriate menu or substituting specific meals on the current nursery menu
- At each mealtime and snack time we ensure staff are clear who is responsible for checking that the food being provided meets all the requirements for each child
- Seating will be monitored for children with allergies. Where deemed appropriate, staff will sit with children who have allergies and where appropriate staff will discuss food allergies and the potential risks
- If a child has an allergic reaction to food, a bee or wasp sting, plant etc. a paediatric first-aid trained member of staff will act quickly and administer the appropriate treatment, where necessary. We will inform parents and record the information on an incident form.

- If an allergic reaction requires specialist treatment, e.g. an EpiPen, then at least two members of staff working directly with the child and the manager will receive specific **medical** training to be able to administer the treatment to each individual child.

### **Food Information Regulations (FIR) 2014**

- We incorporate additional procedures in line with the FIR, including displaying our weekly menus on the parent information board, and eyLog online system identifying any of the 14 allergens that are used as ingredients in any of our dishes.

### **Transporting children to hospital procedures**

The nursery manager/staff member must:

- Call for an ambulance immediately if the allergic reaction is severe. **Will not** attempt to transport the sick child in **their** own vehicle
- **Ensure someone** contacts the parents whilst waiting for the ambulance, and arrange to meet them at the hospital
- Arrange for the most appropriate member of staff to accompany the child, taking with them any relevant information such as registration forms, relevant medication sheets, medication and the child's comforter
- Redeploy staff if necessary to ensure there is adequate staff deployment to care for the remaining children. This may mean temporarily grouping the children together
- Inform a member of the management team immediately
- Remain calm at all times. Children who witness an incident may well be affected by it and may need lots of cuddles and reassurance. Staff may also require additional support following the accident.
- **Where a serious incident occurs and a child requires hospital treatment, Ofsted will be informed.**

This policy is updated at least annually in consultation with staff and parents and/or after a serious incident.