

## Allergy and Reaction Policy

All staff at The Beehive Day Nursery are aware that some children have allergies and/or intolerances which may cause allergic reactions. We will follow this policy to ensure allergic reactions are prevented, as far as is possible, and that staff are made fully aware of how to support a child who may be having a reaction.

### Allergy records

Information provided by parents on the child's registration forms regarding allergies, intolerances, allergic reactions and any other medical information will be shared with all staff via the 'Allergy, Special Care Information' sheets. The nursery cook and assistants will also be made aware of any food allergies or intolerances via the 'Cook's Dietary Information' sheet which is displayed on the freezer.

The Allergy and Special Care information sheet (which is regularly updated) will be displayed in each area of the nursery, in the office and stored under 'CHILDREN' in the Risk Assessment file. For specific known allergies (e.g. peanut allergy) Nursery Management will carry out a full individual Risk Assessment with the parents **prior** to the child starting nursery; confirming specific causes of allergic reaction, the degree of reaction expected, how it will happen, what emergency treatment (e.g.'epipen') may be required and who should be contacted. The information will then be shared with all staff and stored confidentially in each area of the nursery. Parents must keep the nursery up to date with any changes to their child's medical or dietary needs. These will be reviewed termly by the child's key person and the parents.

### Food preparation

All food prepared for a child with a specific allergy will be prepared in an area where there is no risk of contamination and served using equipment that has not been in contact with this specific food type, e.g. nuts. Staff and parents/carers will work in partnership 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. Any alternative meal provided will be labelled clearly to avoid confusion.

### **In the event of a child suffering an allergic reaction:**

- Permission is requested for Piriton to be administered by senior staff in the event of a child having an allergic reaction. Parents will always be contacted should Piriton be necessary. Piriton is not suitable for a child that is under 1 year old.
- Parents/carers will be contacted at the earliest convenience by a member of senior staff.
- A member of staff will remain with the child at all times whilst other staff take care of the other children.
- If the allergic reaction is severe a member of staff will summon an ambulance **immediately**.
- We **WILL NOT** attempt to transport the sick/injured child in our own vehicles. Whilst waiting for the ambulance, we will contact the parent/carer and arrange to meet them at the hospital.
- A senior member of staff will accompany the child and collect together registration and medical forms, any medication, COSHH forms and the child's comforter where available.
- Staff will remain calm at all times; children who witness an allergic reaction may well be affected by it and may need lots of support and reassurance.
- All incidents will be recorded, shared and signed by parents at the earliest opportunity.

**The Beehive Day Nursery Ltd**

**Updated:** July 2016

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