

## **Allergy Policy**

At the Beith Hive setting, we are aware that children can have allergies which may cause allergic reactions. We will follow this policy to ensure allergic reactions or where possible prevented and staff are 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 reaction in case of an unknown or first reaction in a child. These may include a rash or hives, nausea, stomach pains, diarrhoea, itchy skin, runny eyes, shortness of breath, chest pain, swelling of the mouth or tongue, swelling to the airways to the lungs, wheezing and anaphylaxis.
- Information will be passed on by parents from the registration form regarding allergic reactions and allergies and must be shared with all staff in the setting.
- An allergy register will be kept in the manager's cupboard and kitchen space.
- The setting must carry out a full Allergy Risk Assessment Procedure with the parent prior to the child starting the setting. This information must then be shared with staff.
- All food prepared for a child with a specific allergy will be prepared 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, e.g nuts.
- Parents providing their child's food must adhere to a list of allergies which will be present on the parents noticeboard and newsletters. They must not bring in any foods listed. This is to prevent children encountering their allergens. If staff do notice any of these foods then they will be removed from the child's lunch box and returned to the parents.
- The manager, staff and parents will work together to ensure a child with specific food allergies receives no food at the setting that may harm them. This may include designing an appropriate menu or substituting specific snacks on the current snack menu.
- If a child has an allergic reaction to food, a bee sting, plants etc, a first aid trained member of staff will act quickly and administer the appropriate treatment. Parents must be informed and it must be recorded in the incident book.



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- If this treatment requires specialist treatment, e.g. an Epi pen, then at least two members of staff working directly with the child and the Manager will receive specific training to be able to administer the treatment of each individual child.
- A sick child above all needs their family; therefore, every effort should be made to contact a family member as soon as possible.
- If the allergic reaction is severe a member of staff will call the emergency services for an ambulance immediately. We WILL not attempt to transport the sick/injured child in their own vehicles.

Whilst waiting for the ambulance, we will contact the emergency contact and arrange to meet them at the hospital.

- A senior member of staff must accompany the child and collect together registration forms, relevant medication sheets, medication and any child's comforter.
- Staff must remain calm always; children who witness an allergic reaction may well be affected by it and may need lots of cuddles and reassurance.
- All incidents will be recorded, shared and signed by parents at the earliest opportunity.