**Busy Bodies Child Care Centre Ltd**

**Allergy Policy**

At Busy Bodies we are aware that children may have allergies which may cause allergic reaction. We will follow this policy to ensure allergic reactions are prevented and staff are fully aware of how to support a child who may be having an allergic reaction.

* Information passed on through parents / carers from the registration form regarding allergic reactions and allergies must be shared with all staff in the nursery.
* The nursery manager must carry out a full allergy risk assessment procedure with the parent prior to the child starting the nursery. The information must be then shared with all the 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
* The manager, St Laurence's cook and parents / carers 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.
* Every child at the setting has a lunch mat which they have designed. The background for all children with no allergies is blue but if a child has an allergy then the background is yellow. This is to remind staff that they have an allergy and they need to consult the allergy list.
* If a child has an allergic reaction, a bee sting, etc a First Aid trained member of staff staff will administer the appropriate treatment and the parents / carers will be informed.
* If this treatment requires specialist treatment e.g Epi Pen 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.
* If the allergic reaction is sever a member of staff will summon an ambulance immediately. We will NOT attempt to transport the child to the hospital ourselves. A senior member of staff must accompany the child with all relevant information if the parent / carer does not arrive in time.
* Staff must remain calm at all times, children who witness an allergic reaction may well be affected by it and may need lots of support and assurance.
* All incidents will be recorded, shared and signed by parents / carers at the soonest possible opportunity.

This policy and procedure will be reviewed annually.

Updated on ………………………………………….. By …………………………………………………………..

This policy has been read, understood and signed by all the staff.

Signed ………………………………………………….. Signed……………………………………………………….

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