

## **Allergies and Dietary Needs Policy**

At Little Oaks Nursery, we acknowledge that children may have or develop an allergy resulting in an allergic reaction. Our aims are 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.

We also recognise that children may have specific medical needs which may require adjustments to the foods provided in nursery. Children who have SEND may require the menu to be altered to meet their specific needs.

Children may also require a menu which meets their cultural or family dietary needs, such as meat free or Halal.

This policy outlines the measures taken by Little Oaks nursery to meet the needs of children who may require menu adjustments to meet their needs and keep them safe.

### **All children**

When children start at Little Oaks Nursery, Parents/Carers are asked to complete a registration form. The form asks for information about any known allergies, food intolerances or dietary requirements or any SEND need. In the event that a child does have a known allergy, dietary requirement or food intolerance parents/carers will be asked to complete an Allergy and Dietary Plan.

This form will help to outline the specific allergies or dietary requirements, the possible signs and symptoms of a reaction, details of any medication which may be required in the event of a reaction. A copy of this form will be kept in the child's room and also in the kitchen.

### **Children with allergies**

#### **Our Procedures**

- Where a child has a known allergy, an Allergy and Dietary Plan will be completed to ensure all information is obtained. This will be kept in the child's room and a copy will also be kept in the kitchen. Further to this, the kitchen will complete a Dishes and allergen content form specific to each child. This will outline the dishes which need to be adapted to meet the needs of the child and outline any adaptations to the menu. A copy of the amended menu will be shared with the parent/carer.
- Should a child's allergy responses change, a new form will be completed by the parent/carer and the file will be updated.
- Cleaning and hand washing procedures will be reviewed when any child with allergies joins the nursery.
- A review of provision will take place to ensure no allergens are present in the activities provided i.e play dough made with gluten free flour, junk modelling boxes free of allergens.
- All food prepared for a child with a specific allergy is 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
- All food provided is covered and clearly labelled when being taken to the room.
- Seating will be monitored for children with allergies. Where deemed appropriate, staff will sit with children who have allergies and where age/stage appropriate staff will discuss food allergies and the potential risks.

- Individual children's key person will discuss weaning with parents; first weaning foods will be low allergenic foods. Once weaning has been established on low allergenic foods other foods will be introduced once at a time to make identification of those that cause a reaction easier.
- Our 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.
- Early recognition of symptoms and early treatment is vital. Signs and Symptoms may include;
  - a rash or hives, nausea,
  - stomach pain, diarrhoea,
  - itchy skin/mouth,
  - runny eyes,
  - shortness of breath,
  - chest pain,
  - swelling of the mouth or tongue,
  - swelling to the airways to the lungs,
  - wheezing,
  - difficulty swallowing/talking
  - Generalised flushing of the skin
  - Floppiness (drop in blood pressure)
  - Collapse and unconsciousness
  - anaphylaxis
- Staff in the Nursery attend first aid training courses, which includes training on dealing with anaphylactic shocks and will understand the importance of dealing with the situation as calmly and quickly as possible.
- In certain cases where the child has been issued with an Epi-pen then all staff will be properly instructed as to the situations in which it should be given; they will be given information about the Epi-pen and will then be given a demonstration on how to use it by a district/community nurse.
- If a child has an allergic reaction to food, a bee or wasp sting, plant etc. a 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 allergic reaction monitoring 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 for Consumers Regulation 1169/2011 and Food Information Regulations 2014**

From 13 December 2014, we will incorporate additional procedures in line with the Food Information Regulations 2014 (FIR).

- We will display our weekly menus on our website and will identify when the 14 allergens are used as ingredients in any of our dishes.
- The manager, Nursery cook and parents will work together to ensure that 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.
- An allergy register will be kept in the kitchen; staff are required to refer to this when preparing snacks and meals or planning activities. 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 with equipment that has not been in contact with this specific food type e.g. nuts.

## **Our procedures for allergic reactions:**

- In the case that an allergic reaction occurs, where there is no history of it, the child will be made as comfortable as possible, ensuring that an open airway is being maintained, while medical advice is sought.
- It is important to identify that children may not experience any or all of the symptoms listed above so therefore, staff will be vigilant to monitor the child continuously.
- If the allergic reaction is to food, a bee sting, a plant etc, a first aid trained member of staff will act quickly and administer the appropriate treatment.
- For allergic reactions to food, all food will be removed from the mouth.
- For allergic reactions from a sting and the sting has embedded in the skin, this will be removed carefully making sure the remaining poison is not forced into the skin.
- If the action requires specialist treatment e.g. an Epi-pen then at least two members of staff will be directly working with the child and the Management team will have received specific medical training to be able to administer the treatment to each individual child. After administration of the adrenaline (Epi-pen), medical advice will be sought.
- All medication will be managed following the medication policy guidelines. It is the parent's responsibility to ensure medication they provide is within its use by date.

## **Procedures for children who have peanut allergies.**

### **Anaphylactic Shock**

#### **Symptoms**

- Collapse
- Difficulty in breathing
- Swelling of lips and throat
- Vomiting

#### **Action to be taken**

- Administer Epi-pen
- Phone for an ambulance immediately

The Epi-pen is stored in the same room as the children who may be subject to a reaction.

A list of instructions, a medication sheet and a pen to write down the time administered and a pair of protective gloves in case of bleeding are also kept in the same room as the children who may be subject to a reaction.

If the paramedics have not arrived within five to ten minutes and symptoms persist, administer a second dose.

After administering the Epi-pen, ideally the child should have been put in the recovery position. If this is not possible, particularly if dealing with a child who is extremely distressed, then try to make the child as comfortable as possible and elevate the legs.

Staff are requested to make themselves aware of any child who may have a history of this condition. If in doubt check with the nursery manager; staff are under obligation to ensure that they familiarise themselves with each child's medical history within their room.

### **After the allergic reaction.**

- After any reaction, the child will be observed, medical attention sought and the parents informed.
- The incident will be recorded on the allergy register and in the incident book.
- A sick child after such incident, above all, needs their family. Therefore, every effort will be made to contact a family member as soon as possible by first contacting those with parental responsibilities and then any other emergency contacts.

### **In the case of severe allergic reactions.**

- If the allergic reaction is severe, a member of staff will immediately call for an ambulance.
- Staff will not attempt to transport the sick/injured child in their own vehicles.
- Whilst waiting for the ambulance, contact the parents/emergency contacts and arrange to meet them at the hospital
- A senior member of staff must accompany the child, taking with them the child's 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.
- Staff must remain calm at all times; children who witness an allergic reaction may well be emotionally affected and may need lots of cuddles and reassurance.
- Staff may also require additional support following the incident.
- All incidents will be recorded, shared and signed by parents at the earliest opportunity.

### **Medical needs**

Children may require a specific diet due to a medical need. The following procedures will be followed:

- Where a child has a known medical need, an Allergy and Dietary Plan will be completed to ensure all information is obtained. This will be kept in the child's room and a copy will also be kept in the kitchen. Further to this, the kitchen will complete a Dishes and allergen content form specific to each child. This will outline the dishes which need to be adapted to meet the needs of the child and outline any adaptations to the menu. A copy of the amended menu will be shared with the parent/carer.
- Should a child's medical needs change, a new form will be completed by the parent/carer and the file will be updated.
- Staff will be made aware of the medical need and the signs to look out for in the event of a reaction.
- Depending on the need, information will be requested from any other professionals involved in the child's care and the nursery manager will ascertain if any training is required.
- In the event of a child having any symptoms relating to their medical need at nursery, this will be recorded on an allergic reaction monitoring form and parents will be informed by phone.
- A review of provision will take place to ensure no allergens are present in the activities provided i.e play dough made with gluten free flour, junk modelling boxes free of allergens.
- All food prepared for a child with a specific allergy is 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
- All food provided is covered and clearly labelled when being taken to the room.

- Seating will be monitored for children with allergies. Where deemed appropriate, staff will sit with children who have allergies and where age/stage appropriate staff will discuss food allergies and the potential risks.
- Individual children’s key person will discuss weaning with parents; first weaning foods will be low allergenic foods. Once weaning has been established on low allergenic foods other foods will be introduced once at a time to make identification of those that cause a reaction easier.

**Other dietary adjustments**

We work closely with Parents and Carers to identify any changes to the menu which may be required to meet the needs of their child. This may include:

- Specific diets such as vegetarian or vegan diets.
- Specific cultural diets, such as Halal.
- SEND needs, such as specific sensory needs.

Where there is a specific need to adapt a menu we will discuss this with the Parent and Carer to ensure appropriate measures are taken. This information will be shared with the room staff and kitchen team using the Allergy and Dietary plan. Any adaptations to the plan must be done in writing before they take effect in nursery.

This policy was adopted on	Signed on behalf of the nursery	Date for review