

Teitl: Title:	Allergies and Allergic Reactions - Toybox Nursery
Fersiwn: Version	1
I bwy mae'r Polisi hwn yn berthnasol? Who does this Policy Relate to?	Myfyrwyr / Staff / Myfyrwyr a Staff / Arall (rhowch fanylion) Students , nursery staff and children

Cydraddoldeb ac Amrywiaeth / Equality & Diversity

Dolen at Gam 1 Asesu Effaith (ar Gydraddoldeb a'r Gymraeg): / Impact Assessment Stage 1 (Equality & Welsh) link:	Impact assessment
<i>Effaith ar yr Iaith Gymraeg</i> <i>Mae asesiad effaith wedi'i gynnal ar y polisi hwn i ystyried ei effaith ar yr iaith Gymraeg yn unol â Safonau'r Gymraeg (94-104) a Mesur yr Iaith Gymraeg (Cymru) 2011.</i>	<i>Welsh Language Impact</i> An impact assessment has been carried out on this policy to consider its effect on the Welsh Language in accordance with the Welsh Language Standards (94-104) and the Welsh Language (Wales) Measure 2011.

Adolygu a Chymeradwyo / Review and Approval

Perchennog y Ddogfen: Document Owner:	Rheolwr y Feithrinfa /Nursery Manager		
Ymgynghoriad / Consultation:	<i>Rhestrwch nhw / Please list</i> Nursery staff		
Dyddiad cymeradwyo / Date Approved	Cymeradwyaeth y Pwyllgor Mewnol e.e. Grŵp Diogelu / Internal Committee Approval e.g. Safeguarding Group		<i>Enw'r Grŵp a'r Dyddiad / Name of group & date</i>
	Pwyllgor Cyfathrebu a Diwylliant / Communications & Culture Committee:		22/01/2025
	Pwyllgorau'r Bwrdd / Board Committees:	Pwyllgor Archwilio a Risg / Audit & Risk Committee:	N/A
		Pwyllgor Cwricwlwm a Safonau / Curriculum & Standards Committee	N/A
		Pwyllgor Cyllid, Pobl a Diwylliant / Finance, People & Culture Committee:	N/A
	Corff Llywodraethu / Governing Body:		N/A
Dyddiad Adolygu: Review Date:	15/01/2028		

Anfonwch y ddogfen wedi ei chymeradwyo i'w chyfieithu gan ddefnyddio'r [Ffurflen Cais Cyfieithu](#)
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Rhifwch bob adran a pharagraff
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1. At Toybox Nursery 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.

2. Our procedures

2.1 We ask parents/carers to share all information about allergic reactions and allergies on their child's registration form and to inform staff of any allergies discovered after registration. Parents/carers to complete an A1 allergy information form before the child commences at the nursery. Details of allergies, preferences and intolerances are included on the child's information record that the parents complete too.

2.2 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 or tongue, swelling to the airways to the lungs, wheezing and anaphylaxis.

2.3 We share all information with all staff and keep an allergy register in **the main kitchen**. This is reviewed every 6 months but are updated as and when needed.

2.4 Where a child has a known severe allergy, the senior management team/ senior nursery nurse will carry out a full Allergy Risk Assessment Procedure with the parent/carer prior to the child starting the nursery and/or following notification of a known allergy and this assessment is shared with all staff.

2.5 If a child is prescribed an allergy relief medication such as an EpiPen, Piriton or Allerief etc., a care plan will be created alongside the parents and in any instant of an allergic reaction this will be followed by the members of staff with the child. This will include emergency contact details, how the child is likely to react to the allergen and how to treat it. Children's care plans are kept in the child's specific room. These will be reviewed every 3 months to ensure information is kept up to date.

2.6 Any child prescribed an allergy relief medication will complete an ongoing medication form with the parent before the child starts at nursery. These will be reviewed every 3 months to ensure information is kept up to date.

2.7 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.

2.8 All children with a known allergy will have their main meal and pudding served onto a green plate or bowl, which will be sealed and labelled with an allergen label and child's name, in the main canteen. This dish will be taken to the room of the child before any other food is brought into the room and will remain sealed until it is given to the child at the meal time. All other meals will be served on any other colour plate apart from green. The child's meal will always be on a green plate regardless of whether the allergen is present in the food or not.

2.9 The manager, nursery cook and parents/carers 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.

2.10 The staff in each room liaise with the kitchen auxiliary each morning and afternoon to let the auxiliary know the room's requirements for that day; including specific children with dietary requirements including intolerances or preferences.

2.11 Seating is monitored for children with allergies. Where deemed appropriate, staff will sit with children who have allergies, to ensure no cross-contamination the member of staff will only sit with that specific child and where age/stage appropriate staff will discuss food allergies with the children and the potential risks.

2.12 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/carers and record the information in the incident book, complete an A2 form and update the allergy register

2.13 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.

3. Food Information Regulations 2014

3.1 We incorporate additional procedures in line with the Food Information Regulations 2014 (FIR) including displaying our weekly menus on the Parent Information Board/website/online system identifying any of the 14 allergens that are used as ingredients in any of our dishes.

4. In the event of a serious allergic reaction and a child needing transporting children to hospital, the nursery manager/staff member will:

4.1 Call for an ambulance immediately if the allergic reaction is severe. Staff will not attempt to transport the sick child in their own vehicle

4.2 Ensure someone contacts the parents/carers whilst waiting for the ambulance, and arrange to meet them at the hospital.

4.3 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, the care plan and the child's comforter.

4.4 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.

4.5 Inform a member of the management team immediately.

4.6 Remain calm at all times and continue to comfort and reassure the child experiencing an allergic reaction. Children who witness the incident may also be well affected by it and may need lots of cuddles and reassurance. Staff may also require additional support following the incident.

4.7 Following the incident the child's care plan will be reviewed with the parent/carer and updated. An A2 allergic reaction form will be completed by the nursery and signed by the parents in this meeting.