



ANAPHYLAXIS AND ALLERGY POLICY

Beachport Preschool is committed to ensuring that children in our care are provided with the best possible care.

With children that have an allergy or anaphylaxis reaction to a certain product, every step will be taken to ensure that children are not exposed to that allergen while in the centre.

Beachport Primary School & Preschool will take the following action to reduce this risk.

1. Obtain medical information

The information will be required from the parent on enrolment. This parent will need to provide the ASCIA action plan for allergic reaction/anaphylaxis, which has been completed **by a registered doctor or medical practitioner** and will include the following information

- Clear identification of the child – photo must be present and updated as needed
- Documentation about the allergic triggers e.g. Is it ingestion of a food allergen or skin contact that is the trigger?
- Documentation of the first aid response including the medication required
- Identification and contact details of the doctor/medical practitioner that signed the document
- Contact numbers, as well as emergency contact persons if parent/carer not able to be contacted
- On enrolment, parents will be asked to sign a consent form that will give the School/Preschool permission to display a photo of their child in the room, to enable staff, parents and children using the room, to beware that there is a child that has an anaphylaxis reaction, what their reaction is to, and then the steps that need to be taken to assist the child.
- Every child with an allergen will have an **anaphylaxis management plan**, which is done in conjunction with the staff of Beachport Primary School & Preschool and the enrolling child's family.
- Parents will be responsible for providing the action plan and medication and ensuring that the medication provided has a current expiry date.
- Staff will ensure that the plan is reviewed regularly and always at the time of transition e.g. from preschool to school
- Caregivers will be reminded on an annual basis of this policy to ensure ongoing compliance
- On enrolment, all parents who have discussed and identified that their child has an allergy or anaphylaxis reaction, will be given a copy of this policy to ensure they are provided with all the necessary information, on how the centre will address the issues, and reduce the chances of their child being exposed to the allergen.

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2. Education of educators

Recognition of the risk and understanding the steps that can be taken to minimise anaphylaxis by all those responsible for the care of children in the centre, are the basis of prevention.

We are committed to ensuring that all qualified staff in the centre are trained in the '21827VIC – Course in Anaphylaxis Awareness'. We will ensure that all staff with the approved qualification are displayed in the main entrance next to the names and qualifications of staff employed.

3. Practical strategies to avoid exposure to known triggers

- Avoidance of specific triggers is the basis of anaphylaxis prevention. Appropriate avoidance measures rely critically on education of children, staff and parents.
- Beachport Primary School & Preschool is a nut aware site, there is a sign on the door to remind caregivers each day, with a notice that indicates if we currently have any children in the centre with an anaphylaxis reaction.
- For children who have an allergen to other products, when this allergen is identified, it will be removed where possible from the centre environment. E.g. – egg carton removed if egg allergy.
- When the allergen is environmental, e.g. bee stings – educators will have a 'Firstaid Bag' that will contain the children's action plan and the Epi-pen/Ana-pen.
- Children with an anaphylaxis reaction will not be excluded from any activities that are undertaken within the centres environment, unless directed by the parent, or unless it is going to have a detrimental effect on the child's health.

4. Age appropriate education of children with severe allergies

- Beachport Primary School & Preschool recognises the importance of parents as having the responsibility of teaching children about allergies, the centre recognises that it has a responsibility to ensure a safe environment of all children in care.

5. Food Policy measures

Beachport Primary School & Preschool will ensure that the following measures take place:

- There will be no trading or sharing of food, food utensils or food containers
- Children with severe allergies will only eat food that is prepared under strict conditions within the kitchen environment by a staff member that has a very clear understanding of the steps that need to be undertaken to ensure the safety of the child.
- Items for the child's use e.g. drink bottles, lunch boxes will be clearly labelled
- The use of food in regard to cooking classes or science experiments will be restricted when a child with an allergen is present.
- Food preparation personnel will be instructed about the measures to prevent cross contamination during the handling, preparation and serving of food.
- Separate knives, cutting boards, cups and plates will be used for children with allergies
- Refer to the Food Safety Policy and Healthy Eating and Nutrition Policy for more information on general safety measures undertaken within the centre's environment.

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6. Storage of medication

- To ensure the safety of the child, staff will ensure the child's medication is placed in their individual medication storage container on arrival at the centre and is accessible by trained staff at all times.
- Medication is not to be stored in the fridge as it known to have an effect on the medication.
- A trained member will carry the medication in a 'FIRSTAID BAG' when accompanying the child outside of the centre's environment e.g. school visits and excursions.

Exceptions to consent

- Beachport Primary School & Preschool is committed to ensuring that children in the centre are cared for in a manner that is safe to all users.
- Beachport Primary School & Preschool acknowledges that it must gain consent from parent/guardian before it is permitted to give medication.
- Beachport Primary School & Preschool acknowledges that consent does not need to be obtained from the parent/guardian, if it is deemed to be an emergency. In this case the parent/guardian will be informed as soon as possible after the emergency medication has been administered to the child.
- Beachport Primary School & Preschool will ensure that the medication record is completed for the parent to fill out and sign as soon as possible after the administration of medication has taken place.

General

- Everyone is encouraged to wash their hands before and after eating
- Food is not given as a reward
- Children do not share or swap food
- Food and nutrition education incorporates education about food allergy and any practical food activities are planned with an assumption that some participants have a food-related allergy.

Policy review

- The service will review the Anaphylaxis / allergy policy
- If any changes are identified and made to this policy, it will be done in conjunction with staff, and any necessary training will be undertaken as a result.
- Families are encouraged to collaborate with the service to review the policy
- Staff are essential in the policy review process and are encouraged to be actively involved.

Policy created date 15 February 2013

Policy next due for review ~~15 February 2014~~ Feb 2016

Name and signature of Principal

Paula Tsernjavski (June 2014)