



Bolton MBC Children's Services

Guidelines re managing anaphylaxis for non-maintained early education & childcare settings

CHILD'S NAME:

NAME OF SETTING:

EMERGENCY TELEPHONE NUMBERS

HOME:

OFFICE:

GP: (NAME AND CONTACT NUMBER)

ALLERGIC TO:

Nut/nut extract

Eggs

Milk

Others:

FORM A - FOR CHILDREN WITH PERMISSION FOR AN ADRENALINE PEN TO BE USED IN AN EMERGENCY

There are many children in settings throughout the country who are at risk from severe food allergies but the vast majority are happily accommodated in mainstream settings thanks to good communication and consensus between parents/guardians, settings, managers, staff, doctors, education and health authorities.

The information enclosed is provided to assist you to face the challenge of managing a child at risk of anaphylaxis. It is based on the good practice that exists in many schools around the country. It is important to ensure that the child is treated normally and the parents/guardians fears are allayed by the reassurance that prompt and efficient action will be taken in accordance with medical advice and guidance.

The risk of anaphylaxis presents a challenge but with sound precautionary measures and support from the staff and the child's doctor, his/her pre-school life should continue as normal for all concerned.

These guidelines do not attempt to ensure an 'allergy free' environment within the setting but applaud any attempt in that direction. It is felt that full awareness of the child with the allergy and compliance with these guidelines will achieve a reasonably practicable system, however the setting must also ensure that the guidelines meet with their requirements and seek their own legal advice if required.

We fully acknowledge the work done by

THE BRITISH ALLERGY FOUNDATION/THE ANAPHYLAXIS CAMPAIGN in devising and formatting this system.

www.anaphylaxis.org.uk/

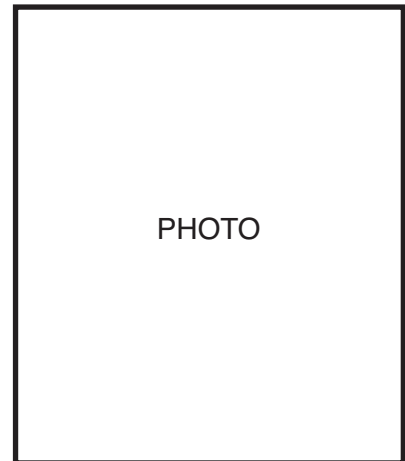
For further information or support please contact the Early Start Team on 01204 333780

NAME OF CHILD:

ADDRESS:

DATE OF BIRTH:

NAME OF SETTING:



1. Background.

It is probable that will suffer a severe allergic reaction if he/she either eats or comes into contact with all nuts/nut extracts/eggs/milk/seafood/wasp or bee stings/drugs (e.g. penicillin, aspirin)*

If this occurs he/she is likely to need medical attention.

In an extreme situation, his/her* condition may be life threatening.

The arrangements set out below are intended to assist, his/her parents and the setting in achieving the least possible disruption to his/her education, but also to make appropriate provision for his/her medical requirements.

Medical advice is that strict attention should be given to diet and in particular exclusion of all nuts/nut extract/eggs/milk/seafood*. All products taken by or used by must be checked and if in any doubt excluded from him/her. His/her emergency medication must be available at all times. Within these confines it is recommended that his/her* education should carry on as normal.

Any additional relevant information to be included in this section, e.g. Asthma.

The arrangements set out below are intended to assist his/her parents/guardian and the setting in achieving the least possible disruption to his/her education, but also to make appropriate provision for his/her medical requirements.

2. Details

1. The manager will arrange for the staff in the setting to be briefed about 's condition and about other arrangements included in this document. Training will be organised by the manager from Bolton Community Healthcare Team for all the relevant staff. This will be included in the induction of new staff.
2. The staff will take all reasonable steps to ensure that does not eat any food item unless it has been prepared /approved by his/her parents/guardians. A safe food list (see attached) will be completed and agreed by parents/guardians and shared with all staff including kitchen staff.
3. 's parents/guardians will remind him/her regularly of the need to refuse any food items which might be offered to him/her* by other children. We usually agree to cater for children's special diets.
4. If there are any proposals which mean that leaves the setting site, prior discussions will be held between the setting and his/her parents/guardians in order to agree appropriate provision and safe handling of his/her* medication.
5. Whenever the planned curriculum involves cookery, experimentation with food items, or anything which may involve one of his/her allergens (i.e. creative play) prior discussion will be held between the setting and parents/guardians to agree measures and suitable alternatives.
6. General information re allergies will be available for all parents especially regarding food which should not be brought into the setting.

IT IS IMPORTANT TO REMEMBER THAT STUDENTS SHOULD BE INFORMED OF ANY CHILDREN THEY ARE WORKING WITH WHO HAVE ALLERGIES, SYMPTOMS TO LOOK OUT FOR AND WHAT PROCEDURES SHOULD TAKE PLACE. WHILST ALSO RESPECTING THE CONFIDENTIALITY GUIDELINES OF THE SETTING.

3. Medication

The setting will hold, under secure conditions, (in line with the settings medication policy) appropriate medications, clearly marked for 's use by designated setting staff or qualified personnel. An expiry date must be shown and checked before use.

Insert details of prescribed medication and details of where it is to be held.

ANTIHISTAMINE

Where it is kept

Date of expiry

2 ADRENALINE PENS IN THE SETTING

Where they are kept

Date of expiry

The parents/guardians accept responsibility for maintaining appropriate up-to-date medication in conjunction with medical advice. Any new medication should be handed over to the officer in charge.

A diary of medicine names/expiry dates should be kept by the setting and checked termly or sooner according to the settings policy.

Parents/guardians will keep the officer in charge updated to any changes in the child's condition/additional medical info of relevance.

Transfer of medical skills

1. Volunteers from the setting staff have undertaken training from Bolton Primary Care Trust Children's Community Nursing Team re signs and symptoms of an anaphylactic reaction, and when and how to administer the medication in the event of having a reaction.

**In the case of an emergency, please follow the "Guidelines for Parents/Carers" from Community Healthcare Bolton NHS Trust, which has been agreed by Bolton Consultants.
(this will be given to the person attending the training)**

2. This medical training will be repeated annually or as requested by the Manager, due to staff changes.
3. Further advice is available to the setting staff from the Children's Community Nursing Team at any time in the future when they feel the need for further assistance .

Insurance

Re. staff indemnity, the proprietor of the business would be held responsible for the actions of the staff—the employer needs to ensure that he/she is covered by Employee's Liability Insurance and that staff are aware of this

(The insurance company may need to see a copy of this document.)

Agreement and conclusion

A copy of these notes will be held by the SENCO/Manager in the setting and the parents/guardian. A copy will be sent to the GP/Consultant for information.

Parents/guardians will keep the officer in charge updated to any changes in the child's condition/additional medical info of relevance.

Any changes in routine will be noted and circulated, as and when they occur.

AGREED AND SIGNED on 200 ...

On behalf of the setting

Manager's name Signature

PARENTAL AGREEMENT

I confirm that I have parental responsibility* for the above child, and that I consent to staff at, carrying out the actions agreed within this document. I will inform the setting immediately of any changes in my child's condition or medication.

Name (Please Print).....Signature.....

* Definition of parental responsibility: -

1. If you are the mother of this child then you will have parental responsibility.
2. If you are the birth father of this child and you were
 - (i) married to the child's mother at the time of his/her birth or
 - (ii) later married the child's mother or
 - (iii) you have entered a parental responsibility agreement then you will have parental responsibility.
 - (iv) whose name is on the child's birth certificate.
3. You may have parental responsibility if the court has made an order in your favour.

You will need to provide a copy of the court order giving you parental responsibility.
4. You may be able to consent if whoever has parental responsibility has given you authority to do so.

You will need to provide a copy of the written agreement given to you.