
Anaphylactic Allergy Policies & Procedures

Upon a child's admission to the centre, the parent must provide an up-to-date auto-injector (EpiPen). In conjunction with the parent and the supervisor, will develop an individual plan and emergency procedure, which will include a description of the child's allergy, monitoring and avoidance strategies, signs and symptoms of an anaphylactic allergy, and action to be taken by the staff in the event that a child has an anaphylactic reaction. This information, along with the child's photograph, will be posted for staff.

To ensure the well being of children who have anaphylactic reactions it is imperative that an EpiPen is available at the child care centre at all times. If a parent does not provide an EpiPen, or fails to replace an expired EpiPen, admission to the program is denied. If a parent believes the child no longer requires an EpiPen, a written confirmation from the parent is required.

The individual plan for the child with anaphylaxis and the emergency procedures in respect of the child shall be reviewed as follows:

1. By all employees before they begin their employment and at least annually afterwards.
2. By volunteers and students who will be providing care or guidance at the day nursery before they begin providing that care or guidance and at least annually afterwards.

In addition to the emergency plan, there are 3 other components to our anaphylactic allergy policy:

Prevention

Our "no peanut zone" policy in the centre is a strategy to reduce the risk of exposure to this particular anaphylactic causative agent.

Dissemination of Information

The centre provides information boards and information pamphlets to inform parents on life-threatening allergies, including anaphylactic allergies. There are also signage in all rooms where children are present on how to administer the epi-pen medication.

Training

All staff are required to be trained in how to handle an anaphylactic episode. Training can be from a physician or a parent on procedures to be followed in the event of a child having an anaphylactic reaction.

Procedure

1. All staff, providers, back-up providers, students and volunteers involved with a child who has a life-threatening allergy, must be trained by a physician or a parent on the procedures to be followed in the event of a reaction including how to recognize the signs and symptoms of anaphylaxis. This will be reviewed upon hire and at least annually.
2. The parents are required to supply an epinephrine auto-inject pen labelled with the child's name and the expiry date. The epinephrine auto-inject pen will be located in a position out of reach of children but readily available to staff. The epinephrine auto-inject pen must always be in close proximity to the child especially on outings, during outdoor play, excursions, etc.
3. "Allergy Alert Forms" will be posted in the playrooms and food preparation areas. They will include the child's name and picture, description of the allergy, monitoring and avoidance strategies, signs and symptoms of the allergy, location of the epinephrine auto-inject pen, action to be taken by staff or provider, and parent consent.
4. The information on the "Allergy Alert Form" should be reviewed every 12 months and before any outings, excursions, etc.
5. Parents of children with life threatening allergies will complete an "Anaphylactic Emergency Plan" form before the child attends care.
6. Any child who is administered an epinephrine auto-inject pen must be immediately transported to hospital by ambulance and the parents will be contacted immediately. A staff member will accompany the child in the event the parent is not present.
7. A serious occurrence report will be completed and processed.
8. The Anaphylactic Reaction policy will be reviewed upon hire and annually thereafter with parents.