

Anaphylaxis Policy

7.2.02

Definition of Anaphylaxis

Anaphylaxis is a severe allergic reaction that can be fatal, resulting in circulatory collapse or shock. The allergy may be related to food, insect stings, medicine, latex, nuts, etc.

Purpose of the Policy and Procedures:

LEF Child Care Centres are committed to taking a pro-active position regarding the prevention of anaphylaxis. The purpose of the policy is to provide a process for dealing with anaphylaxis within the centres.

Strategies to Reduce the Risk of Exposure that may cause severe allergic reactions:

In an environment that there are children who have severe allergies to certain foods or substances the centre will put the following procedures into place:

1. Older Children:

- ❖ To eat only the foods provided specifically for them by the centre or in the case that the centre cannot accommodate their allergies, to only eat the foods provided for them from home.
- ❖ Wash their hands before and after handling food
- ❖ Not share food or utensils with peers
- ❖ Not to leave food unattended
- ❖ Inform an adult immediately if they feel that they have been exposed to an allergen
- ❖ To be knowledgeable of how to use his/her own EpiPen

***Staff will reinforce these strategies with the younger children**

2. Foods with "May Contain" nut warning will not be served.

3. A sign will be posted outside the room door to indicate that there is child with an anaphylactic allergy in that particular room. As well the location of the **EpiPen** will be clearly labeled in the room so that everyone is aware of where it is in the case of an emergency.

4. All staff, students and volunteers will be informed upon hiring or placement at the centre of the allergies that exist within the childcare.

5. All children will be given age appropriate information to teach them about the severity of their peer's allergy and how to deal with it as well as how to prevent it.



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6. The Supervisor will ban any products that may cause a child to have an anaphylactic allergic reaction, from the child care centre. In certain cases where certain products cannot be banned or there is no control over the presence of these products, the supervisor will take the necessary precautions to keep the child(ren) safe.
7. All staff, students and volunteers will wash hands before and after handling food.
8. All children, staff, students, and volunteers will be instructed not to share any foods.
9. Staff will read all labels prior to serving.
10. Any persons supplying food or any other products to the child care centre will be notified of all life threatening allergies in the centre. An allergy list will be revised as necessary.
11. All surfaces will be cleaned with a cleaning solution prior to and after the preparation or serving of foods.
12. All cleaning supplies, medicines and any other products that may produce an allergic reaction will be stored away in a locked cupboard.
13. Staff should sit close to children with anaphylactic allergies in order to provide extra special supervision.
14. Children with anaphylactic allergies will sit within view of a staff member on a bus field trip.
15. Staff will check and monitor the playground areas for insects such as wasps. Caretaker will be notified immediately and the children will not use the playground until risk is removed.
16. Parents will be notified and asked to send an extra **EpiPen** on off-site trips.
17. A cell phone will accompany staff on all excursions.
18. Consent by the child's physician is required for any children carrying their own **EpiPen**.

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Communication Plan:

1. Parents of a child with anaphylactic allergies will:
 - ❖ Prior to enrollment, the centre will be provided with a copy of the child's individual plan signed by the parent or guardian and the physician.
 - ❖ Inform the child care centre of their child's allergies and provide all pertinent information such as, what triggers an allergic reaction, signs and symptoms to look for, emergency contact information, etc.
 - ❖ Provide the centre with an up-to-date EpiPen, clearly labelled with the child's name and prescription details
 - ❖ Teach their child how to deal with their allergies and to let an adult know right away if they think that they are having an allergic reaction
 - ❖ Advise the centre of any changes to their child's allergies and/or individual plan
2. All parents will be informed upon registering at the centre or a letter will be sent home to inform them of the allergies that exist within the childcare centre.
3. All allergies/restrictions will be posted in the kitchen area as well as all of the eating areas within the rooms. A copy will be given to our Food Services department so that they are also aware of these allergies/restrictions.

Individual Plan and Emergency Procedures:

Prior to enrollment, the parent/guardian will meet with the Supervisor to provide input for the child's individual plan and emergency procedures. This plan will include but is not limited to:

- ❖ Description of the child's allergy
- ❖ Monitoring and avoidance strategies
- ❖ Signs and symptoms of an anaphylactic reaction
- ❖ Child care staff roles and responsibilities
- ❖ Parent/Guardian consent for administering allergy medications, sharing information and posting Emergency Plan
- ❖ Emergency contact information
- ❖ Location of **EpiPen** and back-up **EpiPen**
- ❖ Physicians note to carry own **EpiPen**

Parents are requested to advise the Supervisor if their child develops an allergy, requires medication and/or of any changes to the child's individual plan or treatment. Individual plans will be revised yearly and as directed by the parent or physician.

Copies of Individual Plans are in each child's file, emergency bags and are posted in every room operated by the child care, including child care office.

***Prior to employment or placement, all staff, students and volunteers will review the individual plan of the child with anaphylactic allergies and at least annually afterwards.**



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Procedures to follow in the event of a severe allergic reaction:

- ❖ One person stays with the child at all times
- ❖ One person goes for help or calls for help
- ❖ Follow emergency procedures as outlined in child's individual plan
- ❖ Call 911. Have the child transported to hospital even if symptoms have subsided. Symptoms may occur hours after exposure to allergen.
- ❖ Administered **EpiPen** is to accompany child to hospital.
- ❖ Administered **EpiPen** is to be given to hospital employee or child's parent for disposal.
- ❖ One calm staff must stay with the child until the parent or guardian arrives.

Training:

- ❖ All staff are Trained in the generic use of an auto injector (**EpiPen**).
- ❖ A medical Doctor or parent of a child with anaphylaxis will train every staff, student and volunteer, and a Trainer (Supervisor) in lieu of the parent, on the child's individual plan, upon their admittance to the centre or whenever there is a change to the child's individual plan.
- ❖ Annually, thereafter, the parent will retrain the trainer (Supervisor) on the child's individual plan, who will then train every staff, student and volunteer.
- ❖ Trainer (Supervisor) to train all new staff/student/volunteer prior to their commencement into their designated position or role.
- ❖ Students and volunteers are not permitted to administer medication unless under extreme circumstances (i.e. a staff member is unconscious).
- ❖ Training will include procedures to be followed if a child is having an anaphylactic reaction, recognizing the signs and symptoms and administering medication.
- ❖ Staff will ensure that child has their medication with them at all times.
- ❖ The staff will be required to sign and date that they have received training.
- ❖ A log of all training dates, trainer/parent and staff/student/volunteer signatures will be kept on file, indicating initial training has been conducted.

Staff/Student/Volunteer Signature

Date

Supervisor's Signature

Date

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