

Razzy's Daycare & Nursery

Allergies and Allergic Reactions Policy



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Introduction

Razzy's Daycare & Nursery is committed to providing a safe, inclusive, and nurturing environment where all children's health needs are understood and supported. We recognise that allergies can range from mild sensitivities to severe and life-threatening reactions, and it is our responsibility to adopt proactive measures that minimise risks and allow children to participate fully in nursery life. This policy outlines our procedures for identifying, monitoring, and managing allergies, as well as our approach to prevention and emergency response. It should be read in conjunction with our Administering Medication Policy, Kitchen & Food Preparation Policy, Safeguarding & Child protection Policy, and Health & Safety Policy.

Legal Framework

This policy is informed by the following legislation and guidance:

- Early Years Foundation Stage (EYFS) Statutory Framework 2025
- Children Act 1989 and 2004
- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Food Information Regulations (FIR) 2014
- Working Together to Safeguard Children 2025
- Equality Act 2010
- Ofsted Early Years Inspection Handbook 2025

Purpose and Scope

The aim of this policy is to ensure that all children with known or suspected allergies are safeguarded through clear systems, robust communication, and effective emergency procedures. It applies to all staff, students, volunteers, agency workers, visitors, and external professionals who work within Razzy's Daycare & Nursery. The policy covers children with diagnosed allergies, children undergoing medical assessment, and children who may

experience a first-time reaction while at nursery. We prioritise strong partnerships with families, timely sharing of information, and consistent monitoring to ensure children's wellbeing at all times.

Identifying and Recording Allergies

Parents and carers are required to provide full information about their child's allergies upon registration, including known triggers, symptoms, severity, previous reactions, and any prescribed medication. This information is stored securely on the child's file which is accessible to staff working directly with children.

For every child with a diagnosed allergy, the Nursery Manager will complete an Individual Health Care Plan (IHCP) and Allergy Risk Assessment in collaboration with parents. These outline preventative measures, daily management strategies, medication requirements, and emergency steps. IHCPs are reviewed at least every six months or immediately following any changes in the child's medical condition. Parents are reminded to update the nursery instantly if their child's allergy status, medication, or diagnosis changes.

Communication and Information Sharing

Staff communication plays a central role in ensuring children's safety. Allergy information and relevant IHCPs are displayed in staff-only areas of each playroom and in the kitchen to support daily awareness while maintaining confidentiality. All permanent, temporary, and agency staff receive a thorough briefing on children's allergies before working with them. Allergy information is also incorporated into daily handovers, team meetings, and care-planning discussions. Parents are informed promptly of any changes to menus, procedures, food suppliers, or allergen control measures that may affect their child.

Food Preparation and Allergen Controls

The nursery takes stringent steps to prevent cross-contamination during food preparation, storage, and service. All staff involved in food handling follow strict hygiene protocols to ensure children with allergies can eat safely within the nursery environment. Measures include:

- Preparing allergen-free meals first using dedicated and clearly labelled utensils, equipment, and preparation surfaces.
- Ensuring that allergen-free food is stored separately and away from ingredients that may pose a risk.
- Implementing thorough handwashing procedures for staff before handling allergen-free meals.

- Monitoring seating arrangements and supervising mealtimes to minimise sharing of food and prevent accidental exposure.
- Communicating daily menu changes or ingredient substitutions to parents of children with allergies.

In line with the Food Information Regulations (FIR) 2014, menus clearly identify any of the 14 major allergens contained in our dishes. Weekly menus are displayed for parents and shared through our chosen communication systems.

Staff Training and Competence

All staff receive training on recognising allergic reactions, understanding IHCPs, and following emergency procedures. Training includes familiarisation with symptoms such as hives, swelling, difficulty breathing, stomach discomfort, vomiting, wheezing, and anaphylaxis. At least two staff members trained in administering emergency medication (e.g., EpiPens or other auto-injectors) are present on-site at all times. Staff competence is assessed through regular demonstrations, scenario-based questions, and observations to ensure they feel confident responding quickly and appropriately. Refresher training is delivered annually, or sooner when a child's health needs change.

Responding to Allergic Reactions

If a child displays symptoms of an allergic reaction, a paediatric first aid trained member of staff will act immediately. Staff will follow the child's IHCP, which may include administering antihistamines or using an auto-injector without delay. Emergency services will be called if the reaction is severe or if an auto-injector has been used. Parents will be contacted promptly to inform them of the situation and any treatment given.

All reactions, whether mild or serious, are documented in the Incident Book and reviewed with the Nursery Manager. A post-incident evaluation will take place to identify possible triggers, assess staff response, and improve future practice.

Emergency Procedures and Hospital Transfer

If a child experiencing an allergic reaction requires hospital care, an ambulance will be called immediately. Staff will not transport the child in their own vehicle under any circumstances. A familiar staff member will accompany the child to hospital, taking their IHCP, medication, registration information, and comforter if needed. Parents will be asked to meet staff at the hospital. Remaining staff will be redeployed to maintain safe ratios for all children. The Nursery Manager will notify Ofsted of any serious incident requiring medical treatment in accordance with statutory reporting requirements.

Monitoring and Review

Razzy's Daycare & Nursery continually monitors allergy management procedures, incident records, and individual care plans to ensure ongoing compliance and improvement. The Nursery Manager is responsible for overseeing the implementation of this policy and ensuring staff follow established routines and emergency procedures. This policy is reviewed annually or earlier if changes in legislation, best practice, or operational needs arise.

Razzy's Daycare & Nursery is committed to ensuring every child's health and safety through strong communication, preventative measures, and a well-trained team. By working closely with families, adhering to clear procedures, and maintaining consistent oversight, we strive to create an environment where children with allergies are safe, supported, and able to thrive.