



Registered Charity No. 1022409

5 Health policy and procedures

Designated Health and Safety Officer is: Flora Lau

5.5 Allergies and food intolerance

Before a child starts at Come and Play Preschool, parents/carers are asked if their child has any known allergies or food intolerance. This information is recorded on the registration form. **Ongoing discussions must take place with parents/carers and where appropriate health professionals to develop allergy action plans for managing any known allergies and food intolerances. This information must be kept up to date on a child's registration form and shared with all staff.**

- **All staff at must be aware of the symptoms and treatments for allergies and anaphylaxis and the difference between allergies and food intolerances**
- If a child has an allergy or food intolerance, Generic risk assessment form is completed with the following information:
 - the risk identified – the allergen (i.e. the substance, material or living creature the child is allergic to such as nuts, eggs, bee stings, cats etc.)
 - the level of risk, taking into consideration the likelihood of the child coming into contact with the allergen
 - control measures, such as prevention from contact with the allergen
 - review measures
- Health care plan form must be completed with:
 - the nature of the reaction e.g. anaphylactic shock reaction, including rash, reddening of skin, swelling, breathing problems etc.
 - managing allergic reactions, medication used and method (e.g. Epipen)
- The child's name is added to the Dietary Requirements list.
- A copy of the risk assessment and health care plan is kept in the child's personal file and is shared with all staff and is also kept in the cook's Food Allergy and Dietary Needs file.

- Parents show staff how to administer medication in the event of an allergic reaction.
- Generally, no nuts or nut products are used within the preschool.
- Parents are made aware, so that no nut or nut products are accidentally brought in.
- Any foods containing food allergens are identified on children's menus.

Oral Medication

- Asthma inhalers are now regarded as 'oral medication' by insurers and so documents do not need to be forwarded to our insurance provider.
- Oral medication must be prescribed by a GP or have manufacturer's instructions written on them.
- Staff must be provided with clear written instructions for administering such medication.
- All risk assessment procedures are adhered to for the correct storage and administration of the medication.
- The preschool must have the parents' prior written consent. Consent is kept on file.

For other life-saving medication and invasive treatments please refer to 5.3 Administration of medicine.

This policy was adopted on

6th September 2025

Date to be reviewed

6th September 2026

Signed by committee chairperson

Signed by preschool manager
