



NURSERY ALLERGIES AND DIETARY REQUIREMENTS POLICY

Person responsible:	Lisa Taylor
Date approved by governing body:	Nov 2019
Review cycle:	Every 2 years
Date of policy review:	Oct 2021

ALLERGIES AND DIETARY REQUIREMENTS POLICY

St Rose's Nursery aims to provide an environment that is safe and allows any child with allergies to participate in the daily routine of the nursery. We follow parents' wishes in respect of their child's diet and menus are adapted accordingly. Where a child has a dietary requirement, parents will be asked to provide as much information as possible regarding suitable foods on their child's registration documents. If a child has a food allergy their parents will be required to complete a Health Care Plan (Appendix A)

PROCEDURES

- Information will be obtained from parents via the nursery registration forms regarding allergic reactions and allergies and must be shared with all staff in the nursery
- All Nursery staff have paediatric first aid training.
- If a child has an allergic reaction, staff will follow our first aid policies and procedures. Parents/carers will be contacted as soon as possible.
- A Special Dietary Requirements List (Appendix C) will be kept in the nursery office, the nursery and the kitchen.
- All food prepared for a child with a specific allergy will be prepared in accordance with the St Rose's kitchen policies and procedures
- If a child is taken to hospital they will be accompanied by a member of nursery staff who will collect together registration forms, relevant medication sheets, medication and the child's belongings.

In the event that a child has a reaction to any food product whilst at nursery:

- Staff will complete a Medical Incident Form (APPENDIX B) which will include the type of food they have eaten, the reaction that occurred and the action taken.
- The Medical Incident Form must be signed by the parent.
- The Nursery Manager/Person in charge will notify a member of St Rose's nursing team

Food brought from home including food for Birthdays and special celebrations

We cannot accept homemade cakes and biscuits unless we have a complete list of ingredients. If you wish your child to share a special event and to provide traditional food such as a Birthday cake please talk to your child's Key person to make arrangements. We will allow children to eat shop bought cakes in their original packaging which have a full list of ingredients.

Supporting policies and procedures:

- **SAFEGUARDING CHILDREN AND YOUNG PEOPLE POLICY**
- **NURSERY ACCIDENTS, INCIDENTS AND INJURY POLICY**
- **NURSERY NUTRITION AND MEALTIMES POLICY**
- **MEDICATION POLICY**
- **MEDICATION IN NURSERY PROCEDURE**

..... *J. Talwar* Principal Date *7.11.19*

..... *[Signature]* Chair of Governors Date *7.11.19*

APPENDIX A**HEALTHCARE PLAN**

Child's name	Date of birth		
Child's address			
Parent/carer 1			
Tel no	(home)	(work)	(mobile)
Parent/carer 2			
Tel no	(home)	(work)	(mobile)
Clinic/hospital contact name			Tel no
GP name			Tel no
Medical diagnosis or condition			
Describe medical needs and give details of symptoms			
Daily care requirements (eg before activities/lunchtime)			
Describe what constitutes an emergency for the child, and the action to take if this occurs			
Follow up care needed			
Who is the first point of contact in an emergency (state if different for off-site activities)			
Signed Manager		Date	
Signed Parent/Carer		Date	
Signed Key Person		Date	
Review date			

APPENDIX B

APPENDIX B

MEDICAL INCIDENT FORM

This form must be completed to record any medical incident, such as seizure or allergic reaction. Once the form has been signed by the child's parent it must be placed in the child's individual file.

Child's name	
Date	
Time	
Place incident occurred	
What happened	
Medical action taken	
Staff Present	
Staff Signature	
Manager's Signature	
Parent's signature	

APPENDIX C

**St Roses' Nursery
Special Dietary Requirements and Lunch Numbers**

Allergies to be recorded in red ink / Parental preference to be recorded in orange

Monday			Tuesday			Wednesday			Thursday			Friday		
Childs Name	Parental Preference	Allergies	Childs Name	Parental Preference	Allergies	Childs Name	Parental Preference	Allergies	Childs Name	Parental Preference	Allergies	Childs Name	Parental Preference	Allergies
Total Lunch No.														

Date: