

## 6.3 Allergy Policy

### Policy Statement

At Townley House Nursery Ltd we are aware that children who attend our nurseries and staff who work in them may suffer from food allergies. We believe that all allergies must be taken seriously and every effort to minimise the risk of exposure must be made to prevent allergic children/staff coming into contact with their allergens, which could trigger a reaction.

The government Food Standards Agency recognises 14 major allergens which need to be mentioned (either on a label or through provided information such as menus) when they are used as ingredients in a food. Here are the allergens, and some examples of where they can be found:

- **Celery.** This includes celery stalks, leaves, seeds and the root called celeriac. You can find celery in celery salt, salads, some meat products, soups and stock cubes.
- **Cereals containing gluten.** Wheat (such as spelt and Khorasan wheat/Kamut), rye, barley and oats is often found in foods containing flour, such as some types of baking powder, batter, breadcrumbs, bread, cakes, couscous, meat products, pasta, pastry, sauces, soups and fried foods which are dusted with flour.
- **Crustaceans.** Crabs, lobster, prawns and scampi are crustaceans. Shrimp paste, often used in Thai and south-east Asian curries or salads, is an ingredient to look out for.
- **Eggs.** Eggs are often found in cakes, some meat products, mayonnaise, mousses, pasta, quiche, sauces and pastries or foods brushed or glazed with egg.
- **Lupin.** Lupin flour and seeds can be used in some types of bread, pastries and even in pasta.
- **Milk.** Milk is a common ingredient in butter, cheese, cream, milk powders and yoghurt. It can also be found in foods brushed or glazed with milk, and in powdered soups and sauces.
- **Molluscs.** These include mussels, land snails, squid and whelks, but can also be commonly found in oyster sauce or as an ingredient in fish stews.
- **Mustard.** Liquid mustard, mustard powder and mustard seeds fall into this category. This ingredient can also be found in breads, curries, marinades, meat products, salad dressings, sauces and soups.
- **Nuts.** This ingredient refers to nuts which grow on trees, like cashew nuts, almonds and hazelnuts. You can find nuts in breads, biscuits, crackers, desserts, nut powders (often used in Asian curries), stir-fried dishes, ice cream, marzipan (almond paste), nut oils and sauces.
- **Peanuts.** Peanuts are often used as an ingredient in biscuits, cakes, curries, desserts, sauces (such as satay sauce), as well as in groundnut oil and peanut flour.

- **Sesame seeds.** These seeds can often be found in bread (sprinkled on hamburger buns for example), breadsticks, houmous, sesame oil and tahini. They are sometimes toasted and used in salads.
- **Soya.** Often found in bean curd, edamame beans, miso paste, textured soya protein, soya flour or tofu, soya is a staple ingredient in oriental food. It can also be found in desserts, ice cream, meat products, sauces and vegetarian products.
- **Sulphur dioxide (sometimes known as sulphites).** This is an ingredient often used in dried fruit such as raisins, dried apricots and prunes. You might also find it in meat products, soft drinks, vegetables as well as in wine and beer.

Townley House Nursery Ltd is committed to creating a safe environment for the children in our care and the staff who work with us, however, we understand that it is impossible to create an 'allergen free' environment. Townley House Ltd will take all necessary action to prevent affected children/staff coming into contact with their allergen, however, cannot take responsibility for accidental contact/exposure, for example, during storage, heating processes and meal times.

To reduce the risk of coming into contact with allergens, Townley House Nursery Ltd require parents of children affected to provide their own food. Where this is applicable, parent(s) will incur a slight fee reduction. The food provided by parent(s) will be stored separately from allergens in the kitchen i.e. in a different cupboard. All staff who prepare and serve food have completed food hygiene and allergy training. When preparing and serving food for an allergy suffering child, we always:

- Wash hands thoroughly, before and after.
- Use a separate area to prepare the food.
- Clean and disinfect the work surfaces, before and after.
- Use separate equipment and utensils
- Check all ingredients.

When registering new children within the nursery setting, parents are provided with a copy of all menus including allergen information. Parents should be asked if their child suffers from any known allergies, which is recorded on the relevant new starter forms. If a child/ member of staff has an allergy, a risk assessment and care plan must be created by a senior member of staff and the child's parent(s) and kept in the child's personal file. These documents will be signed by all member of staff and reviewed as necessary, including checking any medication is in date. Details of any allergies including child/staff name and allergy details should also be displayed in the kitchen. The care plan must include the following information;

- The allergen.
- The nature of allergic reactions e.g. anaphylaxis, rash, swelling etc.
- What to do in case of an allergic reaction e.g. administer medication.
- Medication e.g. anti-histamines or epi-pens.
- Control measures e.g. supervision at mealtimes, own food.

Staff members in the setting should familiarise themselves of allergic children/staff members. Where severe allergic reactions are a risk i.e. anaphylaxis, staff should refrain from bringing allergens into the nursery setting to reduce the possibility of exposure e.g. nuts. Staff also need to be aware of symptoms of allergic reactions and the action to take in the event of a child/staff having an allergic reaction, including details of any medication kept on site such as anti-histamines or epi-pens. All members of staff receive regularly allergy and first aid training. A minimum of 1 first aid qualified member of staff will be on site at all times. In the event of an allergic reaction in a child, parent(s) should be immediately contacted and notified. If the allergic reaction is serious i.e. life threatening anaphylaxis, an ambulance should also be requested by a senior member of staff, and parent(s) must also be notified of this.

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