



ANAPHYLAXIS REACTION - POLICY & PROCEDURE

Anaphylaxis is a severe allergic Reaction that can be life threatening, resulting in circulatory collapse or shock. The allergy may be related to food, insect stings, medicine, and latex, ect.

All Children and Staff of Playcare Early Learning Centre Inc. are entitled to a safe and healthy learning environment in our program. In accordance with the Child and Early Years Act. Playcare Early Learning Centre Inc. has implemented an Anaphylaxis Reaction Protocol Policy

Playcare ELC Inc. also recognizes that when children who aren't actually allergic but are documented as allergic it can be dangerous to those who are allergic because we are dealing with too many non-essential allergies and restrictions. As a result, we have implemented a policy to ensure that only children who are in fact allergic or require restrictions be out on our list. As a result, all anaphylaxis children requiring an individual plan must provide a copy of a positive allergy test or a note from the doctor that has conducted the allergy test that it is positive and necessary to have an epi pen. (Only an allergist note will be accepted). Any child that has a non-life-threatening allergy or any type of restriction **MUST** have this signed off by their regular family doctor (A note from a walk-in clinic is not acceptable). We trust that you realize that these measures are in place to ensure the safety of the children in care.

We do not keep epi pens on site, even of prescribed for an "in case "situation. In the event that a child has a first time anaphylaxis episode 911 will be called and upon their advisement an epi pen will be administered if one is available.

While Playcare Early Learning Centre Inc. has taken every measure to create an environment that is safe for all children; these strategies do not guarantee that the premise is void of any allergens that could possible cause an emergency or serious reaction.

Playcare Early Learning Centre Inc. will make every effort to ensure that our programs are allergen safe, acknowledging that we cannot eliminate all allergens. Playcare Early Learning Centre Inc. will work with Parents to reduce the exposure to anaphylactic causative agents. All children will be identified in the form of an allergy form and strategies will be put in place to minimize the potential for exposure.

In order to ensure a safe environment for all staff and Parents will ensure that strategies are developed in conjunction with physicians to minimize the exposure for children to life threatening allergies.

All employees and students/volunteers shall review and sign the Anaphylactic prior to employment, and then annually thereafter or when changes are made.

Playcare Early Learning Centre is committed to taking a pro-active position regarding the prevention of anaphylaxis. The purpose of this policy is to provide a process of dealing with anaphylaxis within our Centre.

While we have taken every measure to create an environment that is safe for all children the strategies are put into place do not guarantee that an allergen could cause a potential



emergency or serious reaction. We employ all provisions with Sabrina's law 2005, which requires all schools to have a policy in effect.

The following is how we do this:

Strategy- A strategy is out into place to reduce the risk of exposure to causative agents

Communication Plan- a communication Plan is put in to place for the dissemination of information on life threatening allergies.

Individual Plan- An individual plan is out into place for each child that outlines the process that is followed in the event of an emergency.

Strategy:

A strategy is out into place to reduce the exposure to causative agents.

This includes:

- Arranged special meals with the caterer containing non allergic foods
- Foods with "May contain" will not be served.
- A staff prior to food being served will read all labels.
- All persons supplying food to the Centre will be notified of any life-threatening allergies.
- The allergy list will be kept updated and available in clear view.
- All children and staff must wash hands prior to eating meals or serving food.
- No one in the Centre is permitted to share food
- All Surfaces will be cleaned with a germ destroyer prior to and after meals
- All cleaning products, medications and other harmful agents will be stored away.
- Special Supervision of anaphylactic children will occur during mealtimes
- Playground areas will be checked for bees and wasps
- Staff will have a cell phone on all excursions
- All staff, students and volunteers will be notified of anaphylactic children.
- All foods containing anaphylactic ingredients will be omitted from our menu for all children.

Communication Plan

A communication plan is put into place for the dissemination of information of life-threatening allergies and an individualized plan will be developed for each child receiving care who has anaphylaxis.



Playcare Early Learning Centre Inc. will ensure that:

- Playcare Early Learning Centre Inc. will develop a communication plan to inform all parents, staff, students and volunteers.
- Parents will be informed in a Newsletter of all the allergies in the Centre.
- A list of allergies will be posted in each room and on the Information Board.
- Parents of children with anaphylaxis will provide an individual plan for their child prior to enrollment that will be posted in all eating and serving areas.
- The Supervisor has up to date information about the Child's medical condition upon Registration. Families will have an opportunity to meet with the Supervisor and food service staff to discuss the allergy
- All Daycare families are notified about the allergen and made aware of the policies
- Signs will be posted in the Centre indicating that Playcare Early Learning Centre Inc. is Peanut Free as well as any other known allergens on the property.
- Avoidance of the allergen that causes the anaphylactic reactions.
- An emergency response procedure in the event that there is accidental exposure to the allergen
- Medication for allergic reactions will be kept in a safe accessible location.
- Staff and Students are trained in the use of an epi pen or other medication commencing employment at the Centre.

Parent Obligations:

It is the obligation for the Parent to keep the Centre informed and the file up to date and ensure that the child has medication that is within expiry dates. The child's file must have a copy of any prescriptions or any written instructions from the child's Medical Doctor or a photocopy of the label of the auto injector.

To comply with the following obligations Parents must complete the following forms:

- Request for the consent of Medication
- Anaphylaxis Emergency Treatment Plan
- Individual Student Plan
- Copy of the Prescription or the auto injector label
- Anaphylaxis Emergency Treatment form



Parents must update the Centre if the child outgrows the allergy. A letter must accompany this notice by a physician.

Child's individual plan and Emergency Procedure

Playcare Early Learning Centre Inc. will work in conjunction with a Parent of the child who has an anaphylactic allergy to create an individual plan for the child. The plan will include the emergency procedure and the following:

- A detailed description of the allergy
- Avoidance strategies
- Signs and Symptoms of an anaphylactic allergy
- Child care staff roles and responsibilities
- Action to be taken by staff in the event of a reaction
- Emergency Contact Info
- Parent Consent forms and Permission to Administer Medication to stop the progression of an allergic reaction
- Location of Epi Pen

Parents must provide all details regarding the child's diagnosis, symptoms and plan of treatment. Parents must also include a current photograph of the child on the form. Medication must be in the original container with prescription it must be clearly labeled and must not be expired.

It is the Parents responsibility to update the Centre of any changes to the child's allergic condition or if an allergy requires medication. Parents must also notify the Centre if there are changes to the child's individual plan of treatment.

Copies of the Individual plan are in the child's file, and are posted in every room

Allergy Medication

Playcare Early Learning Centre Inc. will store in an easily accessible location any asthma or Anaphylactic Medication in accordance with the CCEYA. All Staff, Volunteers and students must be aware of the location of the medication in the event that an emergency arises. Medication must be accessible during outdoor play and if any off-site trips are taken.

Emergency protocol for an allergic Reaction

Any time that a child begins to exhibit symptoms of an allergic reaction listed in the Anaphylaxis Emergency Plan it must be treated as an anaphylactic reaction. In the event that a child does have a life-threatening reaction the staff will follow the following procedure:

1. One staff will stay with the child at all times
2. A second staff will call 911



3. Epinephrine will be administered at the first sign of an allergic reaction
4. Parents must be called and asked to meet at the Hospital that the child is being transported to
5. The child must be taken to hospital by ambulance even if the symptoms have stopped.
6. Used and unused EPINEPHIRINE must be handed over to medical personnel in the event of an Emergency

EPI-PENS

In the event that a child requires and Epi-Pen for anaphylactic shock Parents are required to provide 2 pens for their child. These Pens will remain at the childcare at all times. The Epi-Pens will be stored in the classroom cupboard and Emergency bag. Please be aware that your child's picture will be posted in visible view in the office, kitchen and your child's classroom

Childcare Staff Roles and Responsibilities:

- Adhere to the policy created for an Anaphylaxis Emergency
- Conduct a check to make sure medication travels with the child throughout the day.
- Administer medication as outlined in the Child's Individual Plan and as per our medication policy.
- Remain calm in the event of an Anaphylactic Emergency
- Complete and Submit a Serious Occurrence Report accordingly

Training

- Where a child has an anaphylactic allergy, the staff, students and volunteers must be provided with training from the child's parents
- Training will include the procedures to be followed as well as the signs and symptoms and how to administer the medication.
- Any new staff coming into the Centre will be trained by the Centre Supervisor and fully updated. Parents must consent to this.
- Volunteers and Students are not allowed to administer medication unless of an extreme circumstance in which it is a life saving measure.
- Staff must conduct checks during transition times to ensure that the medication always follows the child.
- Staff is required to sign and date that they have received training.

Birthdays and Outside Food

If parents would like to provide food for a Birthday, the food must come from a store A log must be filled out and document the food type, where the food was purchased, who brought the food in and when it was brought in. Parents also must sign off that they have read the anaphylactic policy when bringing in



food. We strongly recommend that outside food not be brought in, but we understand that in some cases it is necessary.

Parents should also check with the classroom teacher or supervisor to see what other allergies are in the class and omit them when bringing in food.

All food brought in must be nut free and in accordance with Canada's food guide.

Playcare Early Learning Centre Inc. is a Nut Safe Program and we are not legally defined as a nut free facility.

Anaphylaxis Alert and Emergency Treatment Plan

THIS CHILD HAS A LIFE THREATENING ALLERGY TO:



NAME OF CHILD: _____

Address: _____

OHIP # _____

D.O.B _____

Classroom _____

Epinephrine Auto Injector Expiry Date _____

Epinephrine Auto injector Location: _____

Dosage: Epi pen Jr 0.15 mg Epipen 0.30mg Twinject 0.15mg Twinject 0.30 mg

Asthmatic: Child is at greater risk: If the child is having difficulty breathing, give epinephrine auto injector BEFORE asthma medication.

The key to preventing an anaphylactic emergency is AVOIDANCE of the allergen.

Signs and Symptoms

- Tingling itchiness or metallic taste in mouth
- Watering eyes, nose, sneezing
- Hives, redness, generalized flushing, rash itching
- Swelling of the eyes, ears, lips, tongue, face skin
- Itchiness or tightness in throat or chest
- Wheezing, hoarseness or hacking cough,
- Nausea, vomiting, stomach pain and diarrhea
- Dizziness, unsteadiness, drowsiness, feeling of impending doom
- Fall in blood pressure
- Loss of consciousness
- Coma or death

Individual Emergency Plan (to be completed by Parent, guardian or physician)

EMERGENCY CONTACTS:

Name: _____

Home#: _____ Cell#: _____ Home#: _____

- 1.
- 2.
- 3.
- 4.

I undersigned parent or guardian authorizes any adult to administer epinephrine to the above-named child in the event of an anaphylactic reaction, as described above. My child's physician has recommended this protocol. I also consent to the posting of this plan in every classroom and with the sharing of this information by all staff, student's and volunteers of Playcare Early Learning Centre Inc.

Parent Signature: _____ Date: _____



Parent/Guardian Agreement for Anaphylaxis

Child's Name _____ Date of Birth _____ Phone Number _____

I acknowledge my responsibilities in the development of the Individual Action Plan and agree to comply with my role listed within them.

I give consent for the Staff at Playcare Early Learning Centre Inc. to execute the commitment as outlined within my Child's individual Emergency Plan.

In the event of an Emergency, I authorize the Child Care Centre staff to administer the designated medication and obtain medical assistance for my child. I agree to assume all costs associated with the treatment and absolve Playcare Early Learning Centre Inc. and its employees and volunteers of responsibility for any adverse reaction from the administration of medication.

In the event of an emergency I authorize the childcare staff to administer the designated medication and obtain medical assistance. I agree to assume the responsibility for any reaction resulting from the administration of the medication

I agree that the Supervisor has a complete understanding through training with myself about my Child's Individual Emergency plan. I also understand that the Centre Staff will be trained by the Supervisor with regards to my child's Individual Emergency Plan.

I understand that I am responsible for providing the Centre with two epinephrine auto injectors. One will be kept with my child and one stored in a secure but accessible location.

I also understand that I am responsible for providing Playcare Early Learning Centre Inc. with a copy of my child's prescription. Alternatively, a photocopy of the prescription label is acceptable.

I understand that Play care Early Learning staff are not trained health professionals and hence may not recognize the symptoms of my child's medical condition. I understand that the Daycare does not have the facilities nor the qualified health professionals to "wait and see" before administering epinephrine. Staff are directed that the best advice from Anaphylaxis Canada is:

- A - ADMINISTER
- C - CALL 911
- T - TRANSPORT BY AMBULANCE

I understand that epinephrine auto- injectors must be in clearly labeled containers with:

- name of child
- name of prescribing Doctor
- expiry date

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date

Supervisors Signature

Date

There has been no change in treatment strategy from the Previous year. Parent Initial _____



Request for the Administration of Epinephrine

DATE _____

THIS FORM IS COMPLETED WHEN THE CENTRE AGREES TO ADMINISTER EPINEPHRINE FOR LIFE THREATENING ALLERGIES

A form is required:
At the start of the School year or when Medication expires

Student Name _____

Date of birth: _____

Gender: _____

Address: _____

Name Of Parent: Home # Work # Cel#

Name Of Parent: Home # Work # Cel#

Emergency contact: Home # Work # Cel#

Name of child's Physician or allergist _____

List Allergies: _____

Please list how the child comes in to contact with the allergen:

Medication: _____

Insofar as it concerns my/our child, _____, a child attending Playcare Early Learning Centre Inc.

I/We have read and understand the information conveyed in this request for consent for the Administration of Epinephrine form. I/We Agree to comply with all the responsibilities above.

I/WE request that the medication listed in the form be administered to my child according to the prescription information provided by the prescribing physician.

Signature of Parent: _____ Date: _____



Anaphylaxis Parent Training Record.

PLEASE LEAVE THIS FORM BLANK AND BRING IT WITH YOU TO BE FILLED OUT ON YOUR CHILD'S FIRST DAY

I _____ Parent/Guardian of _____ (Child) have trained the staff listed below on recognizing the signs and symptoms of my child's anaphylaxis as well as the emergency procedures to be followed in the event of my child is having an anaphylaxis reaction.

Staff Name	Signature	Training Date	Parent/Guardian

I _____ Parent/Guardian of _____ (Child) have trained _____ (Supervisor/Designate) on recognizing the signs and symptoms' of my child's anaphylaxis as well as the emergency procedures to be followed in the event of my child is having an anaphylaxis reaction and I hereby authorize him/her to train all new staff, co-op students and/or volunteers or who could not be present at the above training.

Training of New Staff, Students and Volunteers

Staff Name	Signature	Training Date	Supervisor/Designate

I, _____ Supervisor/Designate has been trained by the parent of _____ (Child). I have trained the staff listed below on recognizing the signs and symptoms of this child's anaphylaxis as well as the emergency procedures to be followed in the event of this child is having an anaphylaxis reaction.