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Updated March 2010

Dear Parents:

Re:

Anaphylactic Food Allergies

There are children at The Creative Preschool who have severe allergies which can cause an anaphylactic reaction. An anaphylactic reaction is an allergic reaction so severe it can cause death. Nuts, peanuts, sesame seeds and dairy products are common triggers for anaphylaxis. As a result, The Creative Preschool does not permit nut, peanut or sesame products to be brought into our school. Other foods will be limited as needed.

If your child is entering the school after recently eating peanut butter or other such products, please ensure that hands are thoroughly washed and teeth are brushed. Peanut, nut and other allergies can be so severe that even touching or inhaling a trace amount can trigger a life-threatening reaction.

Snack and lunch are provided for children attending our programs, but if for a health reason your child is bringing in any food for personal consumption, it must be nut/peanut/sesame free. Parents contribute to snack on their participation days and these snacks must be store bought with a list of ingredients and without nuts, peanuts or sesame. If parents bring items to spread on crackers or bread such as jam or cream cheese, these must be sealed upon arrival and not open from home. These items could have cross contamination at home from a knife with peanut butter on it for example. An individual classroom may have specific procedures in place to avoid exposure to allergens for an individual child. You will be notified if this occurs in your child's classroom.

We must be informed in writing if it is necessary for you to supply either snack or lunch for your child. Please inform your child that they are not permitted to share food from home. Children escorted between public school and CPS need to follow the same restrictions and not carry snacks with peanut, nut or sesame ingredients.

In implementing an allergy/anaphylaxis policy, our school has decided not to permit parents sending in food for special occasions such as birthdays - instead, to celebrate birthdays the staff will arrange for a candle to be blown out and the class will sing happy birthday.

Our Anaphylactic Policy and Procedures will be reviewed with each staff member and volunteer. Each adult will review and sign that they understand the individual action plan for each child with anaphylactic reactions. Your support in this important matter is, of course, deeply appreciated.

Georgia Bowen, ECE  
Supervisor

# Allergy and Anaphylaxis Policy

Updated March, 2010

## *Policy Statement*

The Creative Preschool recognizes the potentially serious consequences of children with allergies. These allergies may include a condition known as anaphylaxis. Anaphylaxis is a severe, potentially life-threatening allergic reaction brought about by exposure to certain foods or other substances. Peanuts and peanut by-products, such as peanut oil and peanut butter, are the most common allergens to trigger an anaphylactic reaction. Other foods such as strawberries, fish, shellfish, wheat, dairy, sesame and soy, as well as non-food items such as latex and bee stings can also bring about a life-threatening reaction.

The Creative Preschool does not purport to be, nor can it be deemed to be free of foods and non-food items that may lead to a severe allergic or anaphylactic reaction. The school will make every reasonable effort to reduce the risk to children with severe allergies or anaphylaxis in accordance with this policy.

We live in a world that is contaminated with potential allergens, and, anaphylactic children must learn to avoid specific triggers. While the key responsibility lies with the anaphylactic individual and his or her family, in the case of a young anaphylactic child, the child care community must also be aware. Creating an environment that reduces the risk to severely allergic or anaphylactic children requires the co-operation and understanding of all members of the school, including staff, children and parents. In all literature sent home to parents, we require that peanut, nut and sesame products are kept out of the school and that all food is store bought with a list of ingredients. Snacks including these ingredients will not be served at The Creative Preschool.

As with other policies of The Creative Preschool, parents, children and staff are expected to comply.

## **1. Strategy to Reduce the Risk of Exposure to Anaphylactic causative agents:**

The catering service used by The Creative Preschool must be informed in writing annually that nut/peanut/sesame products are not permitted in the school. The caterer is informed of the allergies in the school, in writing, prior to the beginning of each school year.

All food items purchased or brought into the school must be checked for content and must not contain a nut/peanut/sesame warning.

Children are instructed not to share food brought from home.

When parents contribute to snack on their participation days, these snacks must be store bought with a list of ingredients and without nuts, peanuts or sesame. If parents bring items to spread on crackers or bread such as jam or cream cheese, these must be sealed upon arrival and not open from home. These items could have cross contamination at home from a knife with peanut butter on it for example.

Parents are informed that we endeavour to provide a nut/peanut/sesame free environment. A letter informing parents of this is sent home in September. This letter must be signed by the parent and returned to the school office to ensure every family is aware of the policy.

## **2. Communication Plan for staff, students and volunteers for the dissemination of information on life-threatening allergies, including anaphylactic allergies.**

It is the responsibility of the parent to inform the school that his or her child has allergies or is anaphylactic or potentially anaphylactic.

All staff, students and volunteers shall be aware of these children. A list of all children with allergies is posted in each classroom, the school office and in the kitchen.

An allergy alert form must be completed by the parent, have the child's photograph attached and be posted in the child's classroom. This form must be updated annually.

On the child's admission to the school, the supervisor and the relevant teaching staff will discuss the child's allergies with the parent.

### 3. Individual Treatment Plan

The individual plan for a child with anaphylaxis and the emergency procedures for each child shall be reviewed as follows:

- By the supervisor before the child is placed in the school and at least annually afterwards.
- By all employees before they begin their employment and at least annually afterwards.
- By volunteers and students who will be providing care or guidance at the day nursery before they begin providing that care or guidance and at least annually afterwards.

“Anaphylaxis” means a severe systemic allergic reaction which can be fatal, resulting in circulatory collapse or shock, and “anaphylactic” has a corresponding meaning.

When agreeing to administer medications to a child, The Creative Preschool requires:

- a written procedure established by a legally qualified medical practitioner or a nurse
- records will be kept with respect to the administration of drugs and medications
- all drugs and medications will be stored in accordance with the instructions for storage on the label,
- all drugs and medications will be administered in accordance with the instructions on the label
- all drugs will be kept inaccessible at all times to children, and
- all drugs will be kept in a locked container.
- the supervisor is in charge of all drugs and medications and all drugs and medications are dealt with by the supervisor or staff person designated by the supervisor in accordance with the procedures established
- a drug or medication will be administered to a child only where a parent of the child gives written authorization for the administration of the drug or medication and that included with the authorization is a schedule that sets out the times the drug or medication is to be given and amounts to be administered; and
- a drug or medication is administered to a child only from the original container as supplied by a pharmacist or the original package and that the container or package is clearly labeled with the child’s name, the name of the drug or medication, the dosage of the drug or medication, the date of purchase and instructions for storage and administration.

#### Availability and Location of Epi-pens

The Epi-pen is an auto-injector containing epinephrine (adrenaline). This medicine is an alpha-and beta-receptor stimulant used to treat severe allergic reactions. It may also be used to treat severe conditions that affect breathing.

Parents of anaphylactic children must provide a minimum of two Epi-pens to be left at the school. These must be promptly replaced when the expiry date is reached.

Anaphylactic or potentially anaphylactic children who are old enough should carry at least one Epi-pen with them at all times, and have a back up in the school (kept in the classroom). Most children are able to carry their own auto-injector by the age of 6 to 8 years. (For children with insect sting allergies, this would only have to be from March to November.)

Because some children are too young to carry their own Epi-pen, an Epi-pen will be stored in a known location in the classroom and taken outside in the playground when the child is outside. If a staff member is carrying an Epi-pen on their person, they should ensure this is transferred to another staff member should they leave the playground. The location of the Epi-pen is clearly labelled and easily accessible. All staff are made aware of its location, and the location is recorded on the allergy alert form.

- Staff are trained and ready at all times to administer the Epi-pen
- Posters describing the signs and symptoms of anaphylaxis and the use of the Epi-pen are posted in the classrooms and office.
- Children who are no longer allergic, or no longer require an Epi-pen, must present a letter of explanation from their parent, doctor or allergist.
- A second Epi-pen provided by the parent is kept in the locked medication box in the classroom. The location is clearly marked on the outside of first aid kit and shelf location. When going on a field trip a staff member will carry both Epi-pens with them and a cell phone will be taken as well.
- The Epi-pens will be checked monthly to ensure they have not reached their expiry date.

- An individual treatment plan needs to be established by the child's physician and outlined on the allergy alert form by the parent. The school cannot assume responsibility for treatment in the absence of such a plan. The parent signs a consent form for the administration of the Epi-pen.

#### 4. Training from a physician or parent on procedures to be followed in the event of a child having an anaphylactic reaction

- Training will be provided at the beginning of the school year and as needed for new staff and volunteers and as new children attend The Creative Preschool.
- The policy and procedures will be reviewed annually by staff and parents who will sign that they understand.

#### **Sabrina's Law (Bill 3)**

On May 6, 2005, the Ontario legislature passed Bill 3, which requires school board's to have policies to include:

Training for school staff on dealing with life-threatening allergies  
Creating individual plans for students who have anaphylaxis  
Having emergency procedures in place for anaphylactic students

The new Law takes effect January 1, 2006. The Law is a result of an Ontario student who died after reacting severely to food served in her school. According to Ministry statistics 42,000 students are at risk. Sabrina was allergic to milk products, peanut and soy.

Sabrina's law will see every school board come up with a policy on protecting students with life-threatening allergies and require principals to develop plans for individual students in their schools with these allergies.

School staff will be trained in how to handle such emergencies and be allowed to give students their emergency medication, usually a specially designed adrenaline injection, the first defense when a person with severe allergies begins to experience an allergic reaction

Scientists still do not really understand why these allergies are on the rise but they are. They are not a passing fad.

Sabrina's Law will be the first legislation of its kind in Canada.

See Form for Anaphylaxis Individual Action Plan

INDIVIDUAL ACTION PLAN FOR ANAPHYLAXIS AT THE CREATIVE PRESCHOOL  
(To be completed by parent/guardian and provided with photo of child)

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Known Allergies \_\_\_\_\_

Past reactions \_\_\_\_\_

When was child last given epi-pen? \_\_\_\_\_

Parent/caregiver \_\_\_\_\_

Home Ph \_\_\_\_\_ Work Ph \_\_\_\_\_

Cell phone \_\_\_\_\_

Signature: \_\_\_\_\_

Parent/caregiver \_\_\_\_\_

Home Ph \_\_\_\_\_ Work Ph \_\_\_\_\_

Cell Ph \_\_\_\_\_

Signature: \_\_\_\_\_

Doctor: \_\_\_\_\_ Tel \_\_\_\_\_

Medications \_\_\_\_\_

\_\_\_\_\_ Date of Purchase \_\_\_\_\_

Keep in dark place at room temperature; avoid exposure to extreme heat or cold.

STORE EpiPen (adrenaline) and/or antihistamine in classroom locked box and 2<sup>nd</sup> EpiPen in first aid bag to travel outdoors with child.

If exposure to \_\_\_\_\_ is suspected

OBSERVE FOR MILD TO MODERATE ALLERGIC REACTION:

- Swelling of lips, face, eyes
- Hives or welts
- Abdominal pain, vomiting
- Difficulty speaking/breathing, gasping,
- Collapse, fainting.

ACTION:

- Stay with child and call for help
- Give medications (if prescribed )
- Locate EpiPen or EpiPen Jr.
- Contact parent/caregiver

PHOTO

WATCH FOR SIGNS OF ANAPHYLAXIS

- Difficulty/noisy breathing
- Swelling of tongue
- Swelling/tightness in throat
- Difficulty talking and/or hoarse voice
- Wheeze or persistent cough
- Loss of consciousness and/or collapse
- Pale and floppy (young children)

ACTION:

- GIVE: EpiPen or EpiPen Jr. and/or Antihistamine \_\_\_\_\_
- CALL: 911 and go to closest Emergency Department with used and second EpiPen
- CONTACT PARENT/CAREGIVER
- IF IN DOUBT, GIVE EpiPen or EpiPen Jr.
- ADMINISTER EpiPen into mid thigh for 10 seconds
- Make sure 911 and parent were called

