



**Umbrella Family and  
Child Centres of Hamilton**

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**4.4 ANAPHYLAXIS MANAGEMENT POLICY**

<b>MANUAL</b>	<b>Child Care Centre Program Policy Manual</b>
<b>SECTION</b>	<b>4- Health</b>
<b>POLICY</b>	<b>4.4 Anaphylaxis Management Policy</b>
<b>LAST REVISED</b>	<b>June 19, 2024</b>

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**RATIONALE**

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To reduce the risk of exposure to anaphylactic causative agents of individuals regularly in the Child Care Centres. This procedure aligns with Sabrina's Law, 2005 legislation. Anaphylaxis is a serious allergic reaction and can be life threatening. Allergies may be related to food, insect stings, medicine, latex, exercise, etc.

This policy is to help support the needs of a person with a severe allergy and provide some information on anaphylaxis and awareness to parents, employees, students and visitors at the child care centre.

**RESPONSIBILITY**

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All staff.

The Supervisor is responsible for notifying all staff, students and volunteers about allergies or special medical conditions of any child enrolled in the program. Further, the Supervisor is responsible for ensuring at registration that parents provide written information about allergies their child may have and any precautions the staff members may need to take in order to reasonably safeguard the child as well as appropriate action in the event of a reaction.

**POLICY**

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Every licensee shall ensure that each child care centre it operates has an anaphylactic policy that includes the following:

- A strategy to reduce the risk of exposure to anaphylactic causative agents.
- A communication plan for the dissemination of information on life-threatening allergies, including anaphylactic allergies.
- Development of an individualized plan for each child with an anaphylactic allergy
- Training on procedures to be followed in the event of a child having an anaphylactic reaction.

The individualized plan shall:



- Be developed in consultation with a parent of the child and with any regulated health professional who is involved in the child's health care and who, in the parent's opinion, should be included in the consultation; and
- Include a description of the procedures to be followed in the event of an allergic reaction or other medical emergency.

### Sabrina's Law

Although the peanut is by far the most frequent allergen causing anaphylaxis in school-aged children, it is certainly not the only one. In addition to peanuts, cow's milk, eggs, fish, sesame seeds, shellfish (crustaceans and mollusks), soy, tree nuts (almonds, Brazil nuts, cashews, filberts or hazelnuts, macadamia nuts, pecans, pine nuts, pistachios, walnuts), wheat, as well as bee stings have been identified as the most likely to cause severe anaphylactic reactions in Canadians (Anaphylaxis: A Handbook for School Boards, Canadian School Boards Association, 2001).

The child care program recognizes that some students are at risk to experience severe anaphylactic reactions to common allergens. Such allergic reactions could conceivably be life-threatening.

While we cannot guarantee an allergen-free environment, the child care program—in accordance with 'Sabrina's Law: An Act to Protect Anaphylactic Pupils', shall make every reasonable effort to:

- Reduce the risk of exposure to anaphylactic causative agents in classrooms and common areas.
- Ensure that personnel are aware of which students within the centre population have been identified as being at risk to experience severe anaphylactic reactions.
- Implement procedures necessary to intervene effectively in the event of an anaphylactic emergency.

In order for centre staff to respond appropriately, it is crucial that the parent/guardian keep the centre staff fully informed of the nature of the student's allergic condition and the medication(s) which have been prescribed to address the condition.

With respect to the administration of emergency medication at the time of an anaphylactic reaction, 'Sabrina's Law: An Act to Protect Anaphylactic Pupils' is very clear:

- "If an employee has reason to believe that a pupil is experiencing an anaphylactic reaction, the employee may administer an Epinephrine auto-injector or other medication prescribed to the pupil for the treatment of an anaphylactic reaction, even if there is no pre-authorization to do so under subsection (1)." 2005, c.7, s. 3 (3).
- "No action for damages shall be instituted respecting any act done in good faith or for any neglect or default in good faith in response to an anaphylactic reaction in accordance with this Act, unless the damages are the result of an employee's gross negligence." 2005, c. 7, s. 3 (4).



## PROCEDURE

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1. As a communication plan for providing information on life threatening allergies, an Individualized Plan form has been developed to capture all relevant information including emergency procedures in the event of exposure to allergens. These Individual Plans will be put in the child's file, the Site-Specific binder and the classroom emergency binder.
2. Parents must update the UFCC staff members regarding any change in their child's allergy profile and this information must be recorded in the child's file with the Authorization form for the Administration of Medication from the physician.
3. An individual plan will be developed with the child's parent/guardian and the child's physician for each child. The Individualized Plan form will be completed and/ or made available where appropriate.
4. The parent will sign to show they consent to the method by which staff members are trained to administer emergency medication and identify how that training was provided (e.g., the parent, a doctor, a nurse, through First Aid training, etc.).
5. All participants in the program—staff, students, volunteers, etc.—will review the individual plan for each child before they begin employment/participation/placement and annually thereafter.
6. The individual plan will be reviewed annually to ensure it remains current with revisions done as needed.

### Strategies to Reduce the Risk of Exposure to Anaphylactic Allergens

- Do not allow the allergen to enter the classroom
- Ensure handwashing procedures are always maintained and followed

### Communication Plan

When a child is enrolled with an anaphylactic allergy, the centre Supervisor will ensure everyone is made aware through:

- Information regarding the anaphylactic allergy is recorded in Daily Journal.
- All staff on site have signed off that they have read and understand the "Individualized Plan".

### Training:

Each staff member for the purpose of meeting ratio, is certified in Standard First Aid/ CPR level C.

### Allergies and Dietary Restrictions/Bringing Food From Home

Program Supervisors/Program Leaders will review this section of the policy and the Nutrition and Safe Food Practices policy (Well-Being Policy WB 2.2) with parents during the enrollment process.



Parents should not send any food/drink to the child care that contains any centre allergens. UFCC staff will ensure the health and safety of all children by checking any food sent/brought from home to ensure all foods are safe to be consumed (e.g., have not passed their expiry date) and will remove any foods containing centre allergens, substituting with another food item if necessary. Should a child bring an item(s) containing centre allergens to the program, the item(s) will be wrapped and stored in the office and returned to the family at the end of the day.

If food/drink is sent/brought to the centre from home because of dietary restrictions/allergies in order to replace food items provided by the Umbrella, the items should be in their original packaging and clearly list the ingredients. If that is not possible, a list of ingredients must be provided for the item(s), in case they affect the allergens of other children or staff. Expiry dates will be checked by staff.

When food is sent to the centre, it should be in an insulated lunch bag containing an ice pack to keep food at a safe temperature. All food that needs to be served warm should be packed in an insulated thermos. It is important that the lunch bag and all containers are labeled clearly with the child's name and food items are kept in the original container(s), if possible.

Kindergarten and school age children attending a full day program on PA Days or during school breaks must bring a bagged lunch, unless otherwise stated. If a child forgets their lunch, the Umbrella will attempt to contact the parent to see if they can bring the child's lunch. If not, the Umbrella will provide a lunch for the child for that day.

Parents are requested to pack healthy foods/drinks based on information from Canada's Food Guide (e.g., lunch should consist of servings from four different food groups: meat and alternatives, milk products, breads and cereal, fruits and vegetables). Staff members will encourage children to eat the most nutritious items from their lunch bag before any treats are consumed (e.g., cookies, candy, etc.).

**Policy Attachments:** N/A