The Meadows

Cheeky Chimps Childcare

EpiPen and Anaphylaxis policy

At The Meadows Cheeky Chimps Childcare, we ensure that we are inclusive to all the children who attend our nursery, including those with allergies or medical conditions.

Any children who have an allergy this will be recorded on their Famly app profile. Any children that have a food allergy this will be also added to the allergy boards that are put out for every mealtime.

For children who are prone to having allergic reactions and need the use of an Epi pen will have a care plan put into place at the nursery. All children with allergies will have an allergy action plan.

As anaphylaxis is a very serious and possibly life threatening condition, we have put this policy in place to outline how we ensure the safety and wellbeing of the children.

This policy applies to children, staff member's, visitors or any person's on site.

Parent's/carer's responsibilities:

Parents/carer's have the responsibility to ensure that they are making the staff at the nursery aware of any allergies or suspected allergies, along with any medication needed for these allergies and what symptoms the child displays during their allergic reaction.

Parent's/carer's will need to ensure they have signed the allergy action plan in place for their child and a care plan (If applicable). Parents/carer's will also need to ensure they have completed the nursery medication form for any medication that is supplied for any allergic reactions.

Parent's/carer's will need to ensure that the medication (if needed) is given to the nursery and ensure this medication is in date and labelled clearly. Any medication that runs out of date will need to be replaced immediately.

(Please refer to our medications policy for more information).

All staff at The Meadows are first aid trained (or may be awaiting their first aid training). During this training, staff are made aware of sign of anaphylaxis and an overview on how to administer EpiPen's/autoinjectors. Senior members also have undergone online anaphylaxis training.

Responding to an anaphylactic reaction:

- A staff member must call 999 straight away!
- Permissions will be checked on the famly app that Epipen can be administered (This might be overruled if Emergency services confirm that the Epipen must be administered to save the person's life)
- Emergency medication such as the EpiPen/autoinjector will be administered straight away by a trained member of staff. *(0.15 for children 0-5 years of age and 0.3 for anyone 6+, this can depend on the size of the child that we might be instructed by emergency services to give the higher dose)*
- *In the case that the Epipen is not taking effect after 5 minutes a second Epipen will be used.*
- Staff are to also follow the adrenaline auto injector risk assessment.

- If the child/person stops breathing, staff are to commence CPR until the paramedics arrive or the defibrillator is ready to use.
- Parent's/carer's will be called as soon as possible. If we cannot contact the parent's/carer's then emergency contacts will be called.
- A medication form is to be completed if any medication was given and this is to be signed by parent's/carer's.
- All information is to be given to parent's/carer's and paramedics when they arrive. This should include, medications given, time of medication given, what the child/person has had the reaction to (if known), any further first aid administered.
- An incident form will be completed as soon as possible.

Administering the adrenaline auto-injector/EpiPen:

Senior members of staff/management to administer the EpiPen. Grasp the EpiPen in dominant hand. Hold in the middle of the pen, never leave fingers/hand over orange tip. Only remove blue safety cap when needed to use and ensure orange tip down. Jab the EpiPen into the outer thigh until clicks and hold for 10 seconds. Dial 999 and ask for ambulance and state "anaphylaxis". If symptoms have not improved after 5 minutes, use a 2nd adrenaline auto-injector in opposite thigh.
Get them to Lie down and raise their legs, and if there struggling to breathe, raise their shoulders or to sit up slowly (if there pregnant, lie on their left side).
If person has stinger left from an insect remove stinger by using a card. If they stop breathing carry out CPR and use AED machine (defibrillator).
Staff are to continue carrying out first aid until paramedics say they are taking over. Staff member to go to hospital if no parent/carer, once parent/carer arrives staff are to hand over care of the child to the parent/carer. Used EpiPen's to be given to ambulance crew to take to the hospital.

EpiPen storage!

EpiPen/adrenaline auto-injector's will be stored in the office inside a locked clear container. *The passcode for these containers is **999**.* The 0.3mg (for ages 6+) and the 0.15mg (for ages 0-5 years) will be stored in separate containers.

Any medication for children with allergies is to be taken on any outings or school runs. The EpiPens are to stay in the lockbox. If on a school run and a child goes into anaphylactic, the staff member is to call the nursery phone and ask for the EpiPen to be brought to them as soon as possible. They need to inform the nursery of their location, If they are still within or near the school grounds, staff are to request for urgent help and an EpiPen from the school. All schools should now have these on-site following Benedict's Law.

Gemma Farrar 09.11.2026

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