



| **Childcare** | **Breakfast Clubs** | **Lunch Clubs** | **PPA Cover** | **After School Clubs** | **Holiday Camps** |

Life Threatening Allergic Reactions & Epipen Policy

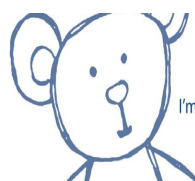
Xtra Time and 1st Touch Coaching recognise that some children have life threatening allergies. It is imperative that parents/guardians notify Xtra Time and 1st Touch Coaching regarding allergies and health issues with their children.

- Xtra Time and 1st Touch Coaching provides as far as practical, a safe and healthy environment.
- Staff and parents need to be made aware that it is not possible to achieve a completely allergen-free environment. Staff should not have a false sense of security that an allergen has been eliminated from the environment. Instead Xtra Time recognizes the need to adopt a range of procedures and risk minimization strategies to reduce the risk of a child having an anaphylactic reaction, including strategies to minimize the presence of the allergen in the setting.
- Ensuring each staff member, Coaches and other relevant adults has adequate knowledge of allergies, anaphylaxis and emergency procedures.
- Facilitating communication between all staff, Coaches, children and families to ensure the wellbeing of children at risk from anaphylaxis.

Procedure

The following procedure will be implemented when a child is found to have life threatening allergies.

- Identify children at risk.
- Children's requirements list will be placed in food cupboards and staff cabinets or Coaches 1st Aid kits .
- Communicate with all staff members and parents.



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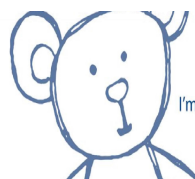
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Sept 2025 - To be reviewed in Sept 2026



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- Staff and Coaches will receive training in Epi-pen administration. Training will include information on signs and symptoms of allergic reactions.
- The parent/guardian will provide all necessary medications to the Manager of Xtra Time or Coaches and replace used and expired medications.
- Only food made at Xtra Time can be consumed during the sessions. No food will be consumed during any sport sessions.
- The children will not be permitted to share food.
- Outdoor play – staff and Coaches will carry the child's medicines, child's personal details, work phone and walkie-talkie.
- In the event that the epi-pen is used, the child will be transported to Watford General Hospital, Vicarage Road. A staff member or Coach will escort the child.
- Minimize cross contamination of foods.
- Tables are wiped down in between meals with disinfectant.
- Children will be supervised during meal times.
- Regular inspection of all play areas – inside and out!



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