



## ST. MARK'S NURSERY SCHOOL – ALLERGY AND ANAPHYLAXIS POLICY

### Anaphylaxis Prevention

- Upon enrollment and whenever there are changes, parents/guardians will be required to provide the program with up to date information regarding their child's medical conditions, including any allergies the child may have and any emergency medications prescribed for potential anaphylaxis. The parents/guardians will work in conjunction with the program and the child's physician to complete the documents required for any allergy that the child may have. (see below). These documents will guide all staff in the necessary actions to take during an allergic or anaphylactic reaction. The program will keep these documents and any emergency medications in a designated area known to all staff members as outlined in the program's healthcare plan and will ask for updated paperwork when necessary.

### Documents

- Any child with a known allergy will have the following documents when applicable:
  - NYS OCFS form 7006 – Individual Health Care Plan for a Child with Special Healthcare Needs.
  - NYS OCFS 6029 – Individual Allergy and Anaphylaxis Emergency Plan.
  - NYS OCFS form 7002 – Medication Consent Form
- These forms will be completed by the child's parents in conjunction with the child's physician and the directors. Our VP of Health and Safety will review them all once submitted. In the event of an anaphylactic reaction, staff will call 911 and follow instructions outlined in these documents.

### Staff Training

- All staff members will be trained in the prevention, recognition, and response to food and other allergic reactions and anaphylaxis upon hire and at the annual September Staff Meeting. At least one staff member per age level and both directors will complete the required NYS training on allergies and anaphylaxis, and all staff members will be encouraged to as part of their annual 15 hours of training.
- All staff will maintain certifications in CPR, First Aid, and AED.
- Our VP of Health and Safety, Dr. Andrew Ciancimino will train ALL STAFF on the administration of Epi-Pens and Auvi-Qs. Staff will use trainer versions that are kept in the office to practice.

### Strategies to Reduce the Risk of Exposure to Allergic Triggers

- SMNS is a NUT free school. Any snacks brought into the school must be on our Safe Snack List.
- Individual classrooms will be made free from additional triggers (eggs, dairy) as necessary.

- Each classroom will have a posting with a list of individual children's allergies that is visible to all staff and volunteers caring for the child. All staff will take steps to prevent exposure to the child's known allergy, including but not limited to reading food labels.
- Handwashing, cleaning, and all other regulations related to allergies and anaphylaxis as outlined in the OCFS Childcare Regulations will be followed by all staff and volunteers.

### Communication:

- Upon enrollment of a child with a known allergy, all staff and volunteers will be made aware of the child's allergy and associated medication needs, as well as ways to reduce the risk to exposure of said allergen. In addition, all parents in the classroom will be made aware through email of any allergies, as well as required actions being taken to reduce exposure. Confidentiality will be maintained when discussing any child's allergy with parents and other children.

### Annual Notification to Families

- Parents will be given a copy of the program's Allergy and Anaphylaxis Policy upon enrollment. This policy will be reviewed and updated annually. Families will receive an updated copy of this policy annually and whenever changes are made.