



Allergy & Intolerance Policy

Bijou Day Nursery & Crèche, Cowbridge

Policy owner: Nursery Manager / Rheolwr y Feithrinfa

Version: 2.0

Last reviewed: June 2026 / Mehefin 2026

Next review: June 2027 / Mehefin 2027

Approved by: Samantha Rennison, Responsible Individual / Unigolyn Cyfrifol

1. Policy Statement

Bijou Day Nursery & Crèche takes allergies and food intolerances extremely seriously. We are committed to providing a safe, inclusive environment where children with allergies and intolerances can thrive alongside their peers. Effective allergy management requires partnership between parents, staff, and health professionals.

This policy complies with the Food Information Regulations 2014, the Food Safety Act 1990, the Food Hygiene (Wales) Regulations 2006, the Child Minding and Day Care (Wales) Regulations 2010 (as amended), the National Minimum Standards for Regulated Childcare (2016), and guidance from the Food Standards Agency.

2. Registration & Information Gathering

- Parents must declare all known allergies, intolerances, and dietary requirements on the registration form
- A meeting is arranged with the key worker and Nursery Manager before the child starts to discuss the allergy, triggers, symptoms, and management plan in detail
- An individual Allergy/Health Care Plan is completed for each child with a diagnosed allergy — this includes: the allergen(s), symptoms of reaction, action to take (mild and severe), emergency medication (if any), and emergency contact numbers
- Plans are signed by parents and reviewed at least every 6 months or when the child's condition changes

3. The 14 Major Allergens

In line with food allergen legislation, we are aware of and manage the 14 major allergens: celery, cereals containing gluten, crustaceans, eggs, fish, lupin, milk, molluscs, mustard, nuts, peanuts, sesame, soya, and sulphur dioxide. Our menus clearly identify which allergens are present in each dish.

4. Food Preparation & Service

- All meals are prepared on-site. Menus are planned with allergens in mind and clearly labelled

- Staff responsible for food preparation are trained in allergen awareness and hold a Level 2 Food Hygiene certificate
- Separate utensils and preparation areas are used when preparing allergen-free meals
- Children's allergy information is displayed in the kitchen (with parental consent) and known to all staff serving food
- Meal time staff check each child's plate against the allergy list before serving

5. Emergency Response — Anaphylaxis

- For children at risk of anaphylaxis, emergency medication (e.g., EpiPen) is provided by parents, stored accessibly, and carried on outings
- All relevant staff are trained in recognising the signs of anaphylaxis and in administering an EpiPen
- In the event of a suspected anaphylactic reaction: administer the EpiPen, call 999 immediately, place the child in the recovery position, and contact parents
- The used EpiPen is given to the paramedics on arrival
- The incident is recorded on the accident/incident form and reported to CIW

6. Nut-Aware Environment

Bijou operates as a **nut-aware** setting. While we cannot guarantee a completely nut-free environment, we:

- Do not use nuts or nut products in any nursery meals or snacks
- Ask parents not to include nuts or nut products in packed lunches or snack boxes
- Check ingredient labels on all bought-in food products
- Educate children in an age-appropriate way about not sharing food

7. Communication

- Parents are asked to update the nursery immediately if an allergy diagnosis changes
- Allergy information is shared with all relevant staff, including supply staff and volunteers
- Allergy plans are accessible in each room and in the kitchen

8. Staff Training

- All staff receive allergy awareness training during induction and annually thereafter
- EpiPen training is provided by a qualified health professional and refreshed annually
- Training records are maintained

9. Related Policies

- Nutrition & Meal Time Policy
- Medication Policy
- Health & Safety Policy
- Accident & Incident Policy

48A Eastgate, Cowbridge, CF71 7AB · 01446 396 000 · cowbridge@bijou-nursery.com
CIW: W15/00001742 · Co. 11468667 · www.bijou-nursery.com