**EPIPEN POLICY AND PROCEDURE**

(We have used the term epipen as well feel it is a commonly recognised term. This policy will remain the same for any form of auto-injector of adrenalin, whatever the brand name.)

* When a child is prescribed an epipen the parent or carer will be encouraged to discuss the child’s allergy with practitioners and complete a medicine form.
* The child will have a care plan created.
* Ideally parents or carers will provide two epipens for their child.
* Epipens will be stored in the medication cupboard in the baby room, should the child need to leave the nursery, e.g. for Forest School or an outing the epipens will always go with them.
* If the child has an allergic reaction and is in anaphylactic shock their epipen is to be administered without delay and an ambulance is to be called. The parent or carer of the child will also be contacted.
* Procedure for administering an epipen:
* Remove the coloured cap from the end of the epipen.
* Hold it in your fist, without placing your thumb over the end.
* Press the epipen firmly into the outer thigh of the affected person until a click is heard.
* Continue holding the epipen in place for 10 seconds.
* When the epipen is removed from the leg it will automatically sheath the needle, it cannot be reused.
* If the epipen is removed from the leg without waiting for 10 seconds the dose of adrenalin will not have had time to be administered and the second epipen should be given.
* If the child continues to become more unwell after a couple of minutes then the second epipen is to be administered.
* The epipen contains adrenalin which may start to wear off after 10 minutes (although this time length can vary from person to person), if the person’s condition begins to worsen and the ambulance has not arrived then the second epipen can be administered.
* Under the 1970 Medications Act regulations if anyone goes is in life threatening anaphylactic shock and an epipen is available then it can legally be administered to them, even when prescribed for someone else. We recognise that anaphylaxis is a rare emergency, however it is life threatening and so we will always seek to administer an epipen where one is available.
* Procedure for when a prescribed epipen has been given to another person:
* The parents or carer of the child it was initially prescribed for will be contacted after the emergency has been dealt with. They will be asked to obtain another prescription as soon as is reasonably possible.
* If the child is in the nursery and they have another epipen here then the parents will be given the option of their child to remain for the rest of their session.
* If the child is in attendance and they have no other epipen here then the parents will be asked to collect their child. The parent or carer will be asked to obtain another epipen, preferably two, before the child can return for their next session.
* If the child is not in attendance the parent to carer will be asked to obtain another epipen, preferably two before the child can return for their next session.
* It is possible for an epipen to have been administered in error, for example it is believed that a person has been exposed to their allergen, their epipen is given and is later found out that the person was actually just panicking, not going into anaphylaxis. The person, particularly if a child, may need reassurance and comfort; their heart may feel as though it is racing, they may feel shaky. The length of time this may last for varies from person to person, however these feelings may start to subside from around 10 minutes. No medical treatment would be required as adrenalin is a naturally occurring hormone which no one is allergic to. Parents or carers will always be informed of any administration of an epipen.
* Parents or carers of a child with a prescribed epipen will be asked to read and sign this policy to say they understand all aspects of it. Including that in a life-threatening emergency their child’s epipen may be used on another person, as well as the steps that would be taken to safeguard their child in this instance. A copy of the signed policy will be kept with the child’s registration form and also attached to the medicine form.

Parent/Carers Name:

Parent/Carer’s Signature:

Date:

Policy revised December 2018 Lisa Gray