



Procedure for Students with Food Allergies

Grades PK - 12

If your child has a life threatening food allergy, (i.e., requires use of epi-pen) the School Nurse will directly contact the School Nutrition Supervisor and/or Manager. If your child has intolerance or a non-life threatening allergy to a particular food item, the School Nurse will submit your child's name to the School Nutrition Manager. Your child's intolerance and/or allergy will be entered into the POS (Point of Sale) register computerized system. The cashier will ensure that your child doesn't receive that particular food item.

Students with Life Threatening Food Allergies:

The Building School Nurse will provide the Cafeteria Manager a list of students with food allergies.

*If you want your child to go through the breakfast or lunch line, **please** follow the following steps:*

Contact the School Nutrition Supervisor at (302) 337-7990, Extension 207, to set up a meeting. The Supervisor will set up a meeting with the Parents/Guardians and Food Service Manager at the beginning of each school year or when child is registered for school.

- Once the meeting is scheduled, you will be required to bring in a picture of the student. The child's picture will be viewed by the Cashier only.
- The Manager will review menu items, prevention of cross contamination, and if necessary, review use of a peanut free or allergy free table.
- The Parent/Guardian and Student will choose menu items.
- The Manager will review food items, (brand names and manufacturer) with the Parent/Guardian.
- The Manager will review all questionable food items. If needed, the Manager will contact our primary vendor or the USDA for exact information.
- After the meeting, the Parent/Guardian will be notified which foods are safe for their child.
- The School Nutrition Dept. cannot be responsible for providing a substitute for the approved "safe" foods.

Students with Non Life Threatening Food Allergies:

When a student has an allergy to milk, soy, wheat, tree nut, shellfish, egg, peanuts, fruit, vegetables, or any doctor-documented item, please contact the Food Manager at the building level to see if any of the ingredients are contained in the food label.

Field Trips:

No nut or milk products will be used for field trips. Bottled water will be used instead of milk products. For life threatening food allergies, the epinephrine auto-injector must be available for students on all school trips. Teaching staff will notify the School Nurse and the Food Service Manager, at least one week prior to the trip, so proper emergency procedures are in place.