Dear Parent/Guardian

**Food Allergies**

You will be aware that food allergies are a growing concern in educational establishments throughout the UK and Ireland. Individuals who are affected with a food allergy may suffer a severe or even fatal reaction if they eat, or, in some cases simply come into contact, with a food or ingredient that they are allergic to.

The health and safety of every child and young person in our care is very important to us and we are asking you to help us to provide a secure educational environment.

Sodexo Catering Team have asked that you please complete the Food Allergy Information Form below in full and return it to school reception or via email to adminoffice@iscaexeter.co.uk **as soon as possible and by the 7th February at the latest.**

**What do I do if my child does not have a food allergy?**

We are asking all parents/guardians to complete and return the Food Allergy Information Form even if your child **does not** have an allergy. However if we do not receive a reply we will assume that your child **does not** have an allergy.

**What do I do if my child does have a food allergy?**

If your child **does** have a food allergy, you will need to provide us with a written medical assessment of their condition from either a doctor or a dietician. This information is essential to ensure that your child is provided with a diet that is suitable for their food allergy and that does not unnecessarily restrict their diet. For example:

* *“I am allergic to eggs”*

This could be an allergy to raw egg, cooked egg or foods containing egg. A letter from a doctor/dietician will help to clarify the food allergy;

* *“I am allergic to nuts”*

There are different types of nut allergies, so it is important to understand the type of nut (for example hazelnuts, Brazil nuts, almonds, pine nuts etc.) your child is allergic to specifically

We will keep a record of your child’s Food Allergy Information Form to use in the event of a medical emergency. We will also share details of any food allergy assessments with Sodexo Limited who provide our catering.

Sodexo was established in 1966 and is a global leader in providing high quality catering services. Using their experience and a team of well-respected dieticians, Sodexo have developed robust food allergen management procedures to manage your child’s dietary requirements.

If you state that your child has a food allergy and you **do not** return the Food Allergy Information Form **together** with a doctor/dietician’s assessment where necessary, **your child will be given a restricted diet which our catering partner Sodexo believes is unlikely to induce any allergic reaction** i.e. a plain jacket potato unless you have indicated your child is allergic to potatoes. When you have been able to provide a doctor/dietician’s assessment of your child’s condition, we will be able to offer them a wider menu appropriate to their needs.

**Keeping us up to date**

**It is the parents’ responsibility to update the school on all changes regarding allergies**. Please ensure that you inform us if your child develops a food allergy, or if there are any changes to their existing allergy. Before any altered diet can be provided, you will need to provide us with a written medical assessment of their condition from either a doctor or dietician.

If you have any questions, please contact Ali Moxey, Assistant Head or the Sodexo Catering Manager c/o Isca Academy Kitchen.

Yours faithfully

Ali Moxey

Assistant Head

**Frequently Asked Questions**

**1. Q. I think my child has an allergy to certain foods, but I am not sure. What should I write on the form?**

*A. If you think your child has a food allergy then we strongly advise you to seek the advice of either a medical or nutritional professional to obtain further information as soon as possible. If you tell us that your child has an allergy, but you do not yet have an assessment of their condition from either a doctor or a dietician, their diet will be restricted to foods which our catering partner Sodexo believes are unlikely to induce any allergic reaction. Once you have been able to provide a doctor or dietician’s assessment of your child’s condition we will be able to offer them a wider menu appropriate to their needs.*

**2. Q. Why do you need to receive a doctor/dietician’s assessment before you will feed my child?**

*A. Food allergens can cause life-long health issues and in certain circumstances cause death. We do not want to place any child in the position where their health or their life could be at risk. Without a doctor/dietician’s assessment we cannot be certain that we are providing a child with a diet that is appropriate for their health needs.*

**3. Q I have already told you verbally about the food allergy, why do I need to fill in a form?**

*A. We need to keep a written record with details of any food allergies that your child has so that we can share it in an emergency with medical professionals. We also need to ensure that we are sharing accurate information about your child’s food allergy with Sodexo who are the company that provide our catering.*

**4. Q. Can your catering partner Sodexo promise to provide food that is created and served in ‘nut free’ environments?**

*A. Sodexo is unable to commit to ensuring that any establishment that it provides food to will be completely ‘nut free’. Whilst Sodexo does not use whole peanuts or tree nuts as ingredients within its premises (unless specifically requested to do so), some of those ingredients come from manufacturers who have placed a ‘may contain traces of peanuts or tree nuts’ label on them. This means that food produced using these ingredients cannot be claimed to be ‘nut free’.*

**5. Q. My child has packed lunch. Why do I need to complete the form?**

*A. In certain educational establishments, children who eat meals prepared by our caterers will sit with those who eat packed lunches. Some children with food allergies can suffer a reaction by either coming into contact with or being in close proximity to the particular ingredient that they are allergic to. By understanding which child has a food allergy has we are able to limit the potential of an incident occurring.*

**6. Q, Providing and sharing medical information of my child with the catering partner Sodexo.**

*A. Sodexo must seek parental consent via the School to be provided with the data about children with allergies to provide them with meals tailored to their dietary needs. The Food Standards Agency (FSA) guidance recommends displaying photos of the students who have allergies in kitchens and food preparation areas where a wide range of people will see them.*

*Data protection laws provide that sensitive personal data may be processed if that data relates to the data subject’s physical or mental condition and is essential for the purpose of identifying or reviewing the equality of opportunity or treatment of people with different states of physical or mental health in order to promote such equality.*

*This means that data concerning students’ allergies can be processed, or disclosed, in order to monitor their treatment as equals in the wider context of the school. Sodexo requires the information about students’ allergies in order to keep them safe and well and secondly, to minimise or eliminate any differentiation in the treatment of and environment for students with allergies.*

*It is within the relevant students’ best interests for Sodexo to be aware of their needs. Therefore there is no reason for withholding the data. As the withholding of the data would actively result in unequal treatment that singles out the students with allergies (by only serving them a plain jacket potato) and the DPO was drafted to prevent such an inequality.*

**Food Allergy Information Form**

Please complete the details below in BLOCK CAPITALS

When you have completed the form please return it to school reception or by email adminoffice@iscaexeter.co.uk

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Full name of child |  | | Tutor Group |  |
| Does your child have a food allergy?\*  *(please tick box)*  *\* if your child is a coeliac (has a wheat allergy), please tick the ‘Yes’ box.* | | **Yes, my child has a food allergy and**  I have attached a doctor/dietician’s assessment of their condition.  or  I will provide a copy of a doctor/dietician’s assessment of their condition in writing.  Please include as much information as possible specific to your child’s food allergy. Can he/she tolerate products that say **may contain** for example raw / cooked eggs, nuts (types of) and/or peanuts?  *I understand that until I have provided you with the medical assessment my child will receive a restricted diet* | | |
| **No. My child does not have a food allergy.** | | |
| Parent/Guardian name | |  | | |
| Relationship to child | |  | | |
| Contact address | |  | | |
| Contact telephone number | |  | | |
| Emergency contact name | |  | | |
| Emergency contact telephone number | |  | | |
| I hereby consent to details of my child’s allergy mentioned above and any related doctor / dietician’s assessment being provided by the School to Sodexo Limited for the purpose of preparing and providing appropriate meals for my child. | | | | |
| Parent /Guardian Signature | |  | | |
| Date | |  | | |