

## **CRITICAL MESSAGE FOR ALL LOWER SCHOOL PARENTS REGARDING FOOD ALLERGY POLICIES**

Jan. 13, 2010

Dear Lower School Parents,

Throughout all school divisions we have students who are allergic to a number of food types. Some students have very severe allergies that can be life threatening. As a result, the School has a need to control the food that is served on any given day or is brought on to the campus. Our dining room staff and faculty are aware of the precautions that need to be taken every day and work very hard to minimize the risks that are inherent for children with food allergies.

We currently have protocols in place to reduce the risk to our students. (Handbook pages 137 - 139 ). Students with severe food allergies should bring their own lunches and snacks daily. Peanut and tree nut products are not permitted on our campus. Anyone in your household who prepares lunches and snacks for school must abide by this policy. This applies to food sent for field trips and any after school activity on our campus, including private lessons, Brownie and Girl Scout meetings.

In order to further control the potential risk to students with food allergies, all foods to be shared within classes for Lower School students may only be foods distributed through our dining service. This applies to all treats for individual and class celebrations. Please do not send in treats, candies, and/or food products from home to be shared in classrooms, as we cannot serve them to the girls! Teachers have been instructed to refuse outside foods.

### **As of Tuesday, Jan. 19 please abide by the following safety measures:**

- 1. Do not send in treats or food for celebrations and classroom events. This includes birthdays. (note information below)**
- 2. Bag lunches and snacks must not contain peanut/tree nut (including coconut) ingredients. Many granola bars, health bars and Lunchables have peanut/tree nut products. Donuts have cross contamination in their preparation and should not be sent in. Labels on packaged foods must be read carefully.**
- 3. Continue to emphasize with your daughters that food trading is not permitted. This is a school rule.**

Birthdays are a special time for our students, and because we want to allow our girls to celebrate their birthdays with their classmates, we will set aside the last Friday of each month for this purpose. Our dining room will prepare a special treat for all the girls to celebrate birthdays each month. This allows us to take the proper safety precautions for

students with allergies. Please do not send in birthday treats as we cannot serve them to our students.

We have been in close communication with The Haverford School where these procedures are already in place. We cannot ensure a totally peanut/tree nut free environment, nor can we guarantee that a student will never experience an allergy-related event in school. We believe, however, that these measures significantly reduce the risk to our students with allergies. Thank you for your attention to this important matter and compliance with our expectations to ensure the safety of all our students.

Kind regards,

Baiba Vasys  
Director Lower School