



Food Allergen Management & Procedures

Yes Chef Catering can prepare meals for most children with allergies and food intolerances (medical diets) if they are part of the 14 major allergens. This will be achieved by changing ingredients from our recipe so your child can eat the same meal as their peers.

The 14 allergens we can cater for are:

Celery, Cereals containing gluten (such as wheat, rye, barley, and oats), **crustaceans** (such as prawns, crabs and lobsters), **eggs, fish, lupin, milk, molluscs** (such as mussels and oysters), **mustard, peanuts, sesame, soybeans, sulphur dioxide and sulphites** (if the sulphur dioxide and sulphites are at a concentration of more than ten parts per million) and **tree nuts** (such as almonds, hazelnuts, walnuts, brazil nuts, cashews, pecans, pistachios and macadamia nuts).

Important information:

We do not cater for: non-food allergies, metabolic, sensory, autoimmune, or other disorders (unless requiring allergen management, e.g. removal of gluten for Coeliac disease), cultural and selected religious diets or lifestyle choices which may affect a person's diet.

Nut-Free Kitchens: Our kitchens do not use any nuts in our menus, or keep nuts in our kitchens. However, we cannot guarantee that the ingredients we get from our suppliers are made in nut-free factories.

Other Allergies: The kitchen areas are carefully cleaned where we prepare special meals and keep all allergy-causing foods separately. However, tiny bits of food can sometimes spread in the kitchen air or through shared equipment. This is called "cross-contamination" and "airborne allergens." While we do everything, we can to minimise this risk, we cannot completely eliminate it and therefore we cannot accept responsibility for airborne allergens.

Yes Chef Catering cannot be held responsible for your child sitting next to another person with a meal that is not allergen free.

We also cannot be responsible if your child eats from another child's plate or is given food from someone who does not work for Yes Chef Catering.

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Roles, responsibilities, and communication

	School	Parent/Guardian	Caterer
Notification of allergy or intolerance	<ul style="list-style-type: none"> • Provide parents with the Information about Food Allergies document along with Yes Chef Catering Allergy Form. • Collect medical diet information of pupils in your school with food allergies and intolerances. • Share this information with Yes Chef Catering via email. allergens@yeschefcateringltd.co.uk • Provide details of medical diets in advance of a new term with sufficient notice as per the caterer's policy. <p>This will enable Yes Chef Catering to fulfil their responsibilities outlined here. Failure to provide sufficient notice may result in a delay to supply medical diet provision.</p>	<ul style="list-style-type: none"> • Read the Information about Food Allergies document. • Complete the Allergy Form and return to your school office. • Provide a medical note to evidence the food allergy / intolerance. <p>This must be from a qualified medical professional/medical establishment. *</p> <ul style="list-style-type: none"> • Inform the school of their child's food allergy/intolerance prior to the beginning of the school term (or as soon as possible) after diagnosis or symptoms. 	<ul style="list-style-type: none"> • Liaise with the school to obtain information and completed forms on those pupils with medical dietary requirements.
Communication	<ul style="list-style-type: none"> • Schools are the data controllers. • The school is to confirm on the weekly ordering form which days the child with dietary requirements will be eating. • If the child is absent, please inform Yes Chef Catering of this so a dietary meal is not created and food wasted. • Keep allergen information up-to-date throughout the year and ensure Yes Chef Catering always has the most up-to date data. • Communication between parents and caterers must involve the school at every step. • Communication between stakeholders should be in writing and not just verbally provided. 	<ul style="list-style-type: none"> • Ensure communication is with the school and not just the caterer throughout the process. • Provide schools with the information required in a timely manner and when requested. • Communication between stakeholders should be in writing and not just verbally provided. 	<ul style="list-style-type: none"> • Ensure school and parents are informed in writing that the child can be catered for and from which date. • Ensure the school is kept up-to-date with our medical diet process. • Create and supply a list of all children being supplied dietary meals to the school on a weekly basis for school servers. This must contain the food substitutes that will be supplied. • Do not communicate with parents without involving the school. • Communication between stakeholders should be in writing and not just verbally

<p>Implementation & management of a medical diet</p>	<ul style="list-style-type: none"> • Ensure the school has a method of identification when pupils following a confirmed medical diet come through the dining room, for example a coloured wrist band. <ul style="list-style-type: none"> ▪ It is the school’s responsibility to share this method with Yes Chef Catering, the parent and child. ▪ The identification method should be a thorough process – for example, not solely down to teachers to identify the pupils, in case the teachers are absent. ▪ Photos should not be the sole identification method. • Ensure all staff and lunchtime assistants are adequately trained on medical diets and allergen management. • Educate pupils about allergies and supporting their peers with medical diets. 	<ul style="list-style-type: none"> • Provide a photo of child, if requested, to aid identification method. 	<p>provided.</p> <ul style="list-style-type: none"> • Ensure all team members are adequately trained on medical diets and allergen management. • Ensure dietary food is put into separate containers and clearly labelled for servers to easily identify. Also put in an agreed location for clear view for all. • Develop medical diet menus following an agreed process (i.e. company policy), where safe to do so • Ensure the medical diet menus are provided to the school servers in a timely manner. • Ensure the information held on ingredients and recipes are accurate and regularly reviewed. • Regularly review Food Information Regulations and allergen legislation.
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*The medical note provided must be the most up to date version and, if a newly diagnosed allergy/intolerance, the medical note should be dated within the last 6 months. This note should be provided at the parents’ earliest opportunity. Should the pupil’s allergy/intolerance change, this medical note should be resubmitted to the school/caterers with the most recent information. In the instance that a pupil no longer requires medical diet support, parents are also required to notify the school and caterer in writing.

Acceptable medical evidence should be documentation from a professional medical source i.e. a medical doctor, registered dietitian, nurse, or other qualified NHS medical professional. School-composed care plans, private commercial laboratory reactivity results and homeopathic diagnoses should not be accepted.

It is also advised that parents provide schools and their caterer with a copy of the pupil’s Allergy Action Plan. Completed by the pupil’s health professional, the plans are designed to provide medical and parental consent for schools to administer medicines in the event of an allergic reaction.