Dear Parent/Guardian,

The safety and well-being of the students we serve is our highest priority. As an allergy-aware kitchen, no meal is knowingly prepared on our equipment with any food that contains peanut/tree nut in the manufacturer's list of ingredients. It is important to note, we receive pre-packaged peanut butter and jelly sandwiches that are available for sale. Students with food allergies, other than tree nuts and peanut, are encouraged to pre-order a meal.

The cafeteria staff prepares and cooks a wide variety of meals in the kitchen. To minimize the chance of cross-contact with the allergen, pre-ordered meals are prepared for students with documented allergies using ingredients that do not contain their known allergen in the manufacturer's label. Please make sure there is a note from a Doctor of Medicine on file in the nurse's office.

Each month a parent/guardian should fill out the pre-order allergy menu order form and return it to the cafeteria by the due date indicated. Pre-ordered allergy meals will be prepared and packaged separately and labeled accordingly. Please let your child know to tell the food service worker that they have pre-ordered a meal and your child will receive their meal with their name on it.

The staff that prepares the meals for students with special dietary needs receives ongoing training on food label reading, cross-contact procedures, and food allergies. For more information on why our best practices for managing food allergies include pre-ordering lunch, please read, "Why Pre-Order?" **For general information regarding food allergies please visit https://www.foodallergy.org/.** If you need further assistance or require more information on menu items, we can put you in touch with our Corporate Dietitian, Toni Bowman, MBA, RDN, ServSafe Allergy Certified.

We look forward to serving you.

Healthy regards,
Gianna Pavan
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