

MANAGING FOOD ALLERGIES AND INTOLERANCES

In summary, always make sure that:

A system to identify allergies and intolerances is in place, clear and known by all.

Health records of students with food allergies and intolerances (*or information summarized by the school administration in relation to allergies and intolerances*) are easily accessible and displayed where students eat (breakfast club area or classrooms).

The volunteer team knows the students with allergies and intolerances and where the EpiPen is stored.

1. **If a student arrives in the morning with his/her registration form and has a food allergy or intolerance**, make sure to have access to his/her health record (*or information summarized by the school administration in connection with allergies and intolerances*) before welcoming him/her to the club to ensure his/her safety.
2. **Cross contamination:** As required by the MAPAQ, during the preparation of breakfast, **allergens** must never be in contact with other foods, kitchen tools (knives, cutting boards, bowls, etc.) and / or gloves. **So be very careful** and always prepare breakfast for students with food allergies or intolerances first.
3. Make sure there is a system in place to identify food allergies and intolerances. This system must be clear and known by all. For programs that use service trays, it is recommended to use **red service trays** for students with food allergies and intolerances. **Red service trays must be washed every day** according to the 4 steps of the dishwashing process.
4. Health records of students with food allergies and intolerances (*or information summarized by the school administration in relation to allergies and intolerances*) are easily accessible and displayed where students eat (breakfast club area or classrooms).
5. It is important to remind all volunteers to regularly review information about students with food allergies and intolerances. They must be informed of any changes in the health status of students with food allergies and intolerances.
6. Refer to the "Anaphylaxis- Using the Auto-injector" fact sheet available on the Club's website for the **procedure to administer an EpiPen**.
7. If you had to administer an EpiPen, quickly advise **the school secretary who will inform the parents**. Then, **contact your Club Coordinator** to notify him/her of the situation.
8. **For food procurement programs, the school provides a list of allergens that cannot be included in the food deliveries to the Club representative** (even if this allergen is not part of the actual delivery). If there's a change during the year, the school is responsible for informing the Club.