Taylor Shaw Medical Diet Policy (Secondary School)

1. Purpose

This Medical Diet Policy defines Taylor Shaw's practice in the delivery of safe school meals for pupils with medical dietary requirements in Secondary Schools.

2. Scope

This Medical Diet Policy covers all secondary school meals prepared and served by Taylor Shaw. For the purpose of this policy a medical diet is defined as being a medically prescribed therapeutic diet as a treatment for a medical condition, including pupils with food allergies or food intolerances. It does not include diets required for religious, cultural or personal requirements/preferences and dietary trials or elimination diets.

3. Medical diet procedure

3.1 It is expected that the majority of secondary school-aged pupils self-manage their individual dietary requirements following the below process.

3.1.1 Pupils that self-manage their individual dietary requirements are able to ask our staff for information on the presence of any of the 14 Annex II allergens in the foods served (See Appendix 1 for the Annex II allergens) and select foods that meet their own individual needs from the menu.

3.1.2. Key attributes of our food safety systems related to allergens and provision of allergen information to customers (including pupils, staff and visitors) includes:

3.1.2.1 Suppliers provide specific information about the ingredients of prepared foods through detailed labelling descriptions. All suppliers must provide information on the presence or absence of the 14 Annex II allergens and ongoing updates for any product changes. This information is stored centrally in our recipe management system 'Star Chef';

3.1.2.2 Chefs are trained to follow approved standard recipes containing ingredients that have allergen information stored in Star Chef. Allergen reports are printed in accordance with company procedure. This enables the provision of accurate allergen information to customers using Star Chef allergen reports. Additionally, all food handlers are trained to follow the 'manual allergen process' to provide allergen information. Chefs confirm at pre-service briefings that dishes have been prepared exactly

as per the recipe specification. If the recipe has not been followed exactly, for example in the event of an ingredient substitution, this must be communicated at the pre-service briefing and the new allergen information must be provided using the manual matrix form, signed and dated to reflect any changes in the allergen content of the dish that day;

3.1.2.3 All food handlers received training on food allergy, the risks involved and how to minimise these when storing and preparing food. All colleagues are trained on the correct procedure to follow when providing allergen information to our customers.

3.1.2.4 Chefs will be able to provide a list of ingredients for foods prepared on site at the request of our customers;

3.1.2.5 Our staff will be able to provide information on the allergen content of foods that are offered for sale (for the 14 Annex II allergens), but which have not been prepared on the premises.

3.2 Pupils requiring medical diets that cannot be provided through standard process.

3.2.1 For pupils requiring medical diets, including those with allergies or intolerances to foods that are outside of the Annex II list of allergens, with multiple complex allergies, or requiring a pre-planned medical diet menu, the below process applies.

3.2.1.1 Parent / Carer to make contact the School / Local Authority Team who will liaise with the Nutrition and Dietetic Team who will then provide information on the ingredients used in recipes and the procedures followed in our kitchens to the parent / carer.

3.2.1.2 Parent / Carer to determine dishes that are suitable based on their child's requirements. Parent / Carer to communicate this to their child. Alternatively the parent / carer can liaise directly with the school teaching staff to assist locally.

3.2.1.3 Pupils that have complex medical diet requirements including allergies to foods other than the 14 Annex II allergens may wish to make their needs known to the Taylor Shaw Nutrition and Dietetic team who will assist where practically possible.

3.2.1.4 For complex medical dietary requirements where the support of the Nutrition & Dietetic Team is required, supporting medical evidence in the form of a letter from a GP, paediatric consultant or dietitian may be requested.

3.2.1.5 Taylor Shaw are unable to accept responsibility/liability for this process due to possibility of ingredient substitutions, or pupil making incorrect food choice.

3.2.1.6 The Taylor Shaw Nutrition and Dietetic Team must be made aware of *any* pupil or parent / carer requests for dietary advice so that the appropriate support can be provided if required.

3.3 Taylor Shaw reserve the right to refuse to provide a meal if it is deemed to be too complex or high risk to safely manage at site level. Such cases will be referred back to the parent/carer and the school/Local Authority will be notified.

Appendix 1 Annex II Allergens

The allergens, as listed in EU FIC's Annex II, are:

Cereals containing gluten: namely wheat (including specific varieties like spelt and Khorasan), rye, barley, oats and their hybridised strains) and products thereof

Crustaceans and products thereof (for example prawns, lobster, crabs and crayfish)

Egg and products thereof

Fish and products thereof

Peanut and products thereof

Soybeans and products thereof

Milk and products thereof (including lactose)

Nuts: namely almond, hazelnut, walnut, cashew, pecan nut, Brazil nut, pistachio nut and Macadamia nut (Queensland nut) and products thereof

Celery and products thereof

Mustard and products thereof

Sesame seeds and products thereof

Sulphur dioxide and sulphites (at concentrations of more than 10mg/kg or 10mg/L in terms of the total SO_2 which are to be calculated for products as proposed ready for consumption or as reconstituted according to the instructions of the manufacturers)

Lupin and products thereof

Molluscs and products thereof (for example clams, oysters, scallops, snails and squid)