



**POMPTONIAN**  
FOOD SERVICE

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## **Food Allergy Practices**

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 includes peanut/tree nut in the manufacturer's list of ingredients, with the exception of coconut. It is important to note, pre-packaged peanut butter and jelly sandwiches or snacks may contain peanut/tree nut, contingent on school districts' preferences. Pre-order allergy-aware menus are available for students with food allergies, other than or in addition to peanut/tree. The mechanism in place to protect students with food allergies is pre-ordering off the appropriate menu.

Please be advised, Pomptonian staff prepares and cooks a wide variety of meals in the kitchens. To minimize the chance of cross-contact, 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.

The staff who prepares the meals for students with special dietary needs receives ongoing training on food label reading, cross-contact procedures, and food allergies. Food Service Directors and Operations Managers receive monthly allergy training from our Director of Nutrition Services, Toni Bowman, MBA, RDN, SNS. Additionally, our Operations Managers, Food Service Directors, and our Registered Dietitians are ServSafe Allergy Certified.

Parents/guardians, fill out the monthly allergy menu order form each month and return it to the cafeteria by the due date indicated. For students with multiple food allergies, please fill out [Unique Allergy-Aware Menu Needed](#) to request that a unique allergy menu be developed to meet the specific dietary needs of your student. You may also contact your Food Service Director with any other questions. For your convenience, you may place funds on your child's lunch account or provide payment with the order form. Pre-ordered allergy meals will be prepared and packaged separately and labeled accordingly. Please let your child know to tell the food service worker they have a pre-ordered meal and your child will receive their meal with their name on it.

For more information on why our best practices for managing food allergies include pre-ordering lunch, please read, "Why Pre-Order?" If you need further assistance or require more information on menu items, we can put you in touch with our Director of Nutrition Services, Toni Bowman, MBA, RDN, SNS.

We look forward to serving you.

Healthy regards,  
Joyce Koch  
Food Service Director  
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