

# OUR PRIMARY SCHOOL APPROACH TO SAFE ALLERGEN MANAGEMENT



At Caterlink the safety of our pupils is our number one priority, and we take catering for customers with food allergies and intolerances very seriously. The below information details step by step our process, and the information required to enable us to produce a special diet menu for those with allergies & Intolerance.

## STEP 1

You can request a special diet menu by completing and returning the our Allergy & Intolerance Form which can be found on our web site <https://caterlinkltd.co.uk/school/caterlink-primary-division/> , along with supporting medical evidence from an NHS professional (a GP/consultant or registered dietitian). This can be a letter, copy of medical notes, an Allergy Action Plan signed by a medical professional or a screenshot from the NHS app. Medical evidence is an industry-wide requirement, recommended by the Lead Association for Catering in Education (LACA).

Until this information has been provided and a medical diet produced, any children with food allergies or intolerances will be provided with a jacket potato with baked beans, vegetables and fresh fruit salad, as long as the allergy does not include any of these foods.

## STEP 2

The Caterlink team will then assess the risk for each request, using the LACA Special Diet Risk Analysis Process for Caterers where required. The risk analysis looks at the pupil's requirements, the capability of the kitchen facilities and the school environment to determine if the request is low, medium or high risk.

In the majority of cases the risk level is low or medium, and we are likely to be able to provide a special diet menu. If the risk level is high, we may be unable to provide a meal, and we will discuss this with you as soon as possible.

## STEP 3

Our Caterlink nutrition team will then develop the special diet menu, with at least one suitable meal option daily. This can take up to four weeks from receiving the Allergy & Intolerance form and supporting medical evidence. The school will be advised once the menu is ready.

