



**Purpose:** The purpose of this policy is to safeguard the health of all consumers on Malvern Prep’s campus and to provide food that is safe, unadulterated, and honestly presented.

**Allergies:** In order to ensure the safety of our students and staff with food allergies, Malvern Prep will adhere to the following guidelines.

1. No foods prepared with Peanuts/Tree Nuts and/or Peanut/Tree Nut Products are permitted to be served for public consumption on Malvern Prep’s campus or at any school-related function.
2. All foods prepared by Malvern Prep’s Dining Services Department will not knowingly contain Peanuts/Tree Nuts and/or Peanut/Tree Nut Products. Some products may be purchased from factories where Peanuts/Tree Nuts and/or Peanut/Tree Nut Products have been produced.
3. Commercially prepackaged items containing Peanuts/Tree Nuts and/or Peanut/Tree Nut Products will be available in the cafeteria and vending machines.
4. Students and staff with life-threatening food allergies will be identified and an individual medical plan of care will be created.
5. The Dining Services Department will review menu items, identify potential allergens, and make appropriate accommodations where needed. Any foods prepared with Egg, Gluten, Dairy, Fish, Shellfish, and /or Soy will be published on a notice for public display.
6. Dining Services will offer the option of getting Fried Foods that were not fried in Vegetable Oil that was used to fry Fish and/or Shellfish. A personal request must be made at the time of pickup to assure that the correct person receives the correct food.
7. Procedures for sound food handling practices to avoid cross-contamination, including frequent hand washing, are followed.
8. Designated allergen-free lunch tables will be available in the cafeteria. Peanut/Treenut products, Fish, Shellfish, and Egg Products will not be permitted at these tables.
9. Food bullying will not be tolerated.
10. Food swapping and utensil sharing are prohibited. Serving ware is for single item use only.
11. Dining Hall staff will be trained in administration of epinephrine and epinephrine will be assigned to the cafeteria.

**Caterers:** Anyone serving or preparing Potentially Hazardous Foods (defined below) for public consumption will be considered a caterer and will be required to 1) be licensed by the Chester County Department of Health and 2) submit a copy of a Certificate of Liability Insurance to the Malvern Prep Business Office. All caterers will need to adhere to the Allergy standards above.

**Potentially Hazardous Foods:** Potentially Hazardous Foods are foods referred to as “Time/Temperature Control for Safety Foods” in the USDA’s 2013 Food Code. A Time/Temperature Control for Safety Food means a FOOD that requires time/temperature control for safety (TCS) to limit pathogenic microorganism growth or toxin formation.

Time/Temperature Control for Safety Food includes:

1. An animal FOOD that is raw or heat-treated.
2. A plant FOOD that is heat treated or consists of raw seed sprouts, cut melons, cut leafy greens, cut tomatoes or mixtures of cut tomatoes that are not modified in a way so that they are unable to support pathogenic microorganism growth or toxin formation, or garlic-in-oil mixtures that are not modified in a way so that they are unable to support pathogenic microorganism growth or toxin formation.
3. Any other foods as described in the USDA's 2013 Food Code (as supplemented) definition as a Time/Temperature Control for Safety Food.

**Exceptions:** A group of friends, family, or an organization preparing and/or sharing food and beverages together that does not constitute a public event will be considered a "Private Party" and does not need to adhere to the rules of a caterer. All Private Parties will need to adhere to the Allergy standards above. If this same group of people hires an individual or organization to prepare food for them, then that individual or organization will be considered a caterer and will need to follow the rules of a caterer. If that same group of people sold prepared food or prepared food for the public, then they would be considered caterers and will need to follow the rules associated with caterers.

**Non-Potentially Hazardous Food:** Peanut and Tree Nut Free, non-potentially hazardous foods may be supplied and served by students, parents, and other members of the Malvern Prep Community if they are commercially prepackaged with the ingredient label intact, or are handled appropriately according to the Chester County Department of Health's Rules and Regulations. All foods will need to adhere to the Allergy standards above.

If there are any questions, please contact:

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