

## Middletown Springs Elementary School

### No Nut Products Procedure

1. Nuts or products containing nuts are not allowed in Middletown Springs Elementary School.
2. Signs will be posted on school doors reading "This is a Nut-Free School."
3. Procedures will be posted in the parent and staff handbooks.
4. Staff members are asked not to bring in food products containing nuts. If a staff member sees a student with something containing nuts, that student should be taken aside and gently reminded of the policy. They may consume the food as far away as possible from the allergic students and then must wash their hands thoroughly to remove any residue. If they continue to bring in nut products, the classroom teacher is responsible for contacting the parents to remind them of the seriousness of the matter. Teachers are also responsible to remind parents that any birthday or other celebratory treats sent in must be nut-free. Teachers may ask parents to provide the recipe or cake mix box to check ingredients.
5. Any "specials" (Music, Art, P.E., etc) or before and after school programs will not be allowed to offer food that wasn't provided by the school kitchen ensuring that all food is nut/nut oil free.
6. Parents with children in the same class will have to sign a form stating they are aware of a student in their child's class with a nut allergy and they agree NOT to bring in products that contains nuts or nut oil. (This is to be reinforced throughout the school year- example: birthday treats provided by a parent)
7. Students, Staff, and Support Staff must wash hands after meals.
8. After school functions (open houses, concerts or special programs) will follow the "NO NUT" policy. Reminders will be sent home that foods should not contain nut products or nut oils.
9. Lunch tables will be cleaned with a hot water and soap solution.
10. Students with nut allergies will receive assistance in the lunch room when throwing away trash so as not to come into contact with nut oils at the garbage can in the event that someone has a nut product.
11. Students with nut allergies will be allowed to sit at the "school lunch" table (not home lunch table) as the school lunches are "NUT FREE" and this reduces exposure to nut products/nut oils.

*August 12, 2010*