**FOOD ALLERGY STANDARD OPERATING PROCEDURES**

**Serving Safe Food to Students with Food Allergies**

**PURPOSE:** To serve safe and nutritious meals to students with food allergies.

**SCOPE:** This procedure applies to child nutrition employees involved in preparing and serving food to students with food allergies.

**KEY WORDS:** Allergies, Cleaning, Cross contact, Hand washing.

**INSTRUCTIONS:**

1. Follow policies and procedures of your child nutrition operation and school district.
2. Use your receiving procedures.

* Check all ingredient labels each time a food is purchased.
* Date each food item when received.

1. Store food items that contain allergens in a separate location from the non-allergenic items.
2. Keep ingredient labels for a minimum of 24 hours after serving the product.
3. Prevent cross contact during food preparation.

* Wash hands before preparing foods.
* Wear single-use gloves.
* Use a clean apron when preparing allergen-free food.
* Wash, rinse, and sanitize all cookware before and after each use.
* Wash, rinse, and sanitize food contact surfaces.
* Designate an allergy-free zone in the kitchen. When working with multiple food allergies, set up procedures to prevent cross contact within the allergy-free zone.
* Prepare food items that do not contain allergens first. Label and store the allergen-free items separately.
* Use a clean, sanitized cutting board when preparing food.
* Use clean potholders and oven mitts for allergen-free foods to prevent cross contact.

1. Prevent cross contact during meal service.

* Set aside food for students with food allergies from self-service food areas, such as salad bars, before the food is set out.
* Use dedicated serving utensils and gloves for allergen-free foods.
* Label items on the serving line correctly and clearly so that items containing food allergens are easily recognizable.
* Ensure that tables and chairs are cleaned and sanitized before and after each meal and when needed.

1. Follow your school’s procedures for identifying students with food allergies.

**MONITORING:** A child nutrition employee continually monitors receiving, preparation, and serving areas to assess whether food allergy procedures are being followed.

**CORRECTIVE ACTION:**

1. Retrain any child nutrition employee found not following the procedures in this SOP.
2. Refrain from serving any food to a student with a food allergy if there is any question as to whether or not an allergen might be present in that particular food.
3. Activate the emergency action plan immediately if a student with the potential for anaphylaxis consumes a food allergen.

**VERIFICATION AND RECORD KEEPING:**

The child nutrition manager will observe child nutrition staff to make sure they are following these procedures and are taking all necessary corrective actions. Keep a list of corrective actions taken.

**DATE IMPLEMENTED:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **BY:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DATE REVIEWED:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **BY:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DATE REVISED:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **BY:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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