

August 2017

Dear Menlo Students, Faculty, and Staff,

Flik Independent School Dining is excited to partner with Menlo School as its food service provider, and we all look forward to a great year in the Menlo Commons!

As Flik strives to provide a dining experience that is both safe and enjoyable for all of our guests, we understand our role in helping to manage food allergies and special dietary needs. We take our responsibilities very seriously and want to provide you with a general overview of food allergy management for the upcoming school year.

Information about Lunch Service at Menlo:

- Flik will not prepare food items containing peanuts or tree nuts, have peanuts or tree nuts in the ingredient statement, or contain warning labels that the product may have come in contact with peanuts or tree nuts during production.
- Flik will offer individual, pre-packaged cups of peanut butter in a clearly labeled area.
- A rotation of offerings to accommodate special dietary needs will be available daily. Flik is committed to providing a variety of options for individuals with food allergies.
- We suggest that students with food allergies exercise caution when utilizing self-service stations such as the salad bar and the deli, as offerings from these stations may pose a risk for cross-contact.

Flik's Role and Responsibilities:

- Flik follows allergy-safe practices and procedures set forth by F.A.R.E. (Food Allergy Research and Education), and provides formal training for all food service employees to understand the severity of food allergies; to be actively engaged in preventing food allergen contamination; and have ongoing dialogue with those students, their parents, and faculty members requiring extra attention, so they do not feel shy or embarrassed by the need for such communication.
- Flik will provide ingredient information regarding allergens to the best of our knowledge when requested. We cannot, however, guarantee the

labeling accuracy of allergens not covered by current food allergen labeling laws on the packaged products that we utilize. If the exact ingredients of an item cannot be determined, students with food allergies will be discouraged from consuming that item.

- Our management team scrutinizes all new processed products entering the kitchen. However, if the manufacturer of a product that we have deemed safe in the past changes its manufacturing methods or ingredient profile, and does not provide us with proper notification, we cannot promise our staff will identify the change immediately. All vendors are made aware of our policies at the onset of our relationship and continuously throughout our ordering relationship. Vendors understand that lapses in their commitment would mean the cessation of our business relationship.
- While Flik will attempt to prevent food allergic students from consuming their allergen(s) of concern, the responsibility for selecting safe foods must remain with the student and their parent(s). Flik will provide ingredient information as requested, but cannot be responsible for individually guiding food allergic students in their daily food choices.

Family's Role and Responsibilities:

- Please notify Joan Barada, Menlo's nurse and Health Coordinator, of your child's allergies. Joan will work with Flik, the student, and their parents, to develop a plan that accommodates the child's needs. We expect and are dependent upon updated, accurate information requested for all food allergens to be correct in the Magnus Health portal specific for your student.
- In good practice, students should not trade food with others, not eat anything with unknown ingredients or known to contain any allergen, and to be proactive in the care and management of their food allergies. They should notify an adult immediately if they eat something they believe may contain the food to which they are allergic. In the event of a food-allergic response by an individual, an EpiPen Station with other emergency response equipment is available in the Commons. Personnel trained in first aid/CPR and Epinephrine auto-injection are on site.
- Students and their parents may request specially-prepared non-allergen items for the specific individual in advance by working directly with Joan Barada and Executive Chef Justin Bailey. These specially-prepared meals must be coordinated in advance.

Flik will be posting two food allergy boards in the dining hall. The allergy boards will be the central point of communication for those students with allergies and will look as follows:



Allergy boards will list the 8 most common allergens, as required by the F.D.A. (egg, fish, milk, peanuts, shellfish, soy, tree nuts, and wheat), along with gluten and sesame.

Important Allergy Board Information:

- **If there is an “X” in an allergen column, that menu item contains the allergen.** For instance, in the picture below, the Pasta Alfredo will contain eggs, milk, wheat, and gluten.
- The board will not contain allergen information for deli bar or salad bar items, as these stations may be cross-contaminated.

Flik’s Standards for Snack Bar Service:

- Flik will serve all peanut and tree nut-containing items as pre-packaged, to provide care in keeping these potential allergens contained.

If you have any questions, comments, or concerns, please reach out to Joan Barada at jbarada@menloschool.org or 650.330.2000 ext. 2530.

