

UUCV Food Allergy Awareness Policy and Procedures

UUCV recognizes the serious health risks peanuts and other food allergens pose to those affected by them. UUCV is affirming that it is an Allergy Aware Church, and will adopt the following policy and procedures to create a safer space for the severely allergic.

POLICY:

Because peanut and nut allergies present a unique set of circumstances, UUCV's goal is to eliminate peanut and nut products from being served in any food products in the Church, whether prepared on site or brought in. We ask that no food containing peanuts or tree nuts be brought on to UUCV property. Furthermore, to ensure the safest space possible for those with severe food allergies, we ask that food ingredient labels be displayed next to all foods served at UUCV. This policy recognizes that we cannot guarantee that products with peanuts and tree nuts will never be served at UUCV or that all allergy items will be accurately listed on food ingredient labels. As a result, people with food allergies and parents of children with food allergies are to be responsible and diligent in protecting themselves and their children at all church functions.

PROCEDURES:

1. Food Ingredient Labels: To inform everyone of possible allergic foods, food ingredient labels must be displayed next to foods served at all UUCV functions. For store-bought or pre-packaged foods, please display the food ingredient label next to the food or leave the food in its original packaging. For foods prepared at home or without original labels, Food Allergen Index Cards must be filled out and displayed adjacent to the food being served. Index card are available online, in the kitchen, and on the main snack table in the social hall at UUCV. Food preparers should be aware of all the ingredients in served food items and fill out an index card to identify products with possible allergens. The disclaimer for food "prepared in the same facility as nuts, soy, wheat etc." should be displayed with the appropriate food if applicable. If food servers are unsure of ingredients they should state this on the Food Allergen Index Card. The following ingredients should be listed (if present) as a potential allergen: milk, eggs, peanut, tree nuts, soy, wheat, fish and shellfish.

2. Presence of Peanuts or Tree Nuts: In the event that a food containing peanuts or tree nuts is found at church it will be properly disposed of. Individuals who identify the presence of such a food should notify a staff member immediately. The staff member will dispose of the food. In the event that a staff member is not present, individuals should dispose of the food either by removing it from UUCV premises or by placing it in a sealed plastic bag in a kitchen garbage can. Any utensils that may have come into contact with the food should be immediately washed with soap and water.

3. Notification of Staff: Parents are responsible for bringing in an “Allergy Action Plan” for their child with allergies. Plans should be given to the Director of Lifespan Faith Development. A copy of the plan will be placed in the child’s classroom and in the kitchen. They must also notify their child’s regular teacher and/or any substitutes in the classroom of severe food allergies. Adults with severe food allergies should fill out an emergency medical card and give this to the Office Administrator of UUCV.

4. EpiPens: UUCV does not provide EpiPens. They must be prescribed by a physician for a specific individual and brought to church with that individual anytime he or she is in attendance. Parents should work out with their child’s teachers a plan for access to the EpiPen while the child is in class.

5. Emergency Procedures: UUCV staff and volunteers are not professional medical personnel. However, if an individual has an anaphylactic reaction and has an EpiPen, the following will be done: the provided EpiPen will be retrieved, the EpiPen will be administered by a staff member or volunteer, EMS will be called, and emergency contacts will be notified. Instructions on how to administer an EpiPen will be posted in the nursery, elementary classrooms and kids’ corner of the Social Hall.

6. Education: UUCV will educate staff, teachers and members of the Membership Committee about the serious health risks of food allergens. A yearly training will be conducted by the Director of Lifespan Faith Development or his/her designee. Training will include: a review of UUCV’s Allergy Awareness policy, training in how to recognize the signs of an anaphylactic reaction and instruction in emergency treatment of an anaphylactic reaction.

7. Communications: UUCV will communicate on an ongoing basis in posted signage, the Newsletter and Previews the importance of adherence to the policy due to the extreme reactions those with food allergies can have, and that sensitivity is becoming more common and more serious. The following key items are to be communicated on an ongoing basis to the congregation as well as users of church facilities: foods are to be served with ingredient labels or Food Allergen Index Cards displayed to identify allergens, foods served are to be peanut and tree-nut free, food prepares are to be reminded to review ingredient labels on packaged products, and community members are reminded to wash their hands if they have eaten peanut or tree-nut products before arriving at church.

8. Food Allergy Awareness Policy and Procedures Relevant for Building Renters:

UUCV recognizes the serious health risks peanuts and other food allergens pose to those affected by them. UUCV is affirming that it is an Allergy Aware Church, and will adopt the following policy and procedures to create a safer space for the severely allergic.

Policy for UUCV Renters:

Because peanut and nut allergies present a unique set of circumstances, UUCV's goal is to eliminate peanut and nut products from being served in any food products in the Church, whether prepared on site or brought in. We ask that no food containing peanuts or tree nuts be brought on to UUCV property. This policy recognizes that we cannot guarantee that products with peanuts and tree nuts will never be served at UUCV or that all allergy items will be accurately listed on food ingredient labels. As a result, people with food allergies and parents of children with food allergies are to be responsible and diligent in protecting themselves and their children at all church functions.

Procedures:

Presence of Peanuts or Tree Nuts: In the event that a food containing peanuts or tree nuts is found at church it will be properly disposed of. Individuals who identify the presence of such a food should notify a staff member immediately. The staff member will dispose of the food. In the event that a staff member is not present, individuals should dispose of the food either by removing it from UUCV premises or by placing it in a sealed plastic bag in a kitchen garbage can. Any utensils that may have come into contact with the food should be immediately washed with soap and water.

Letter of Notification to UUCV Building Renters:

Dear UUCV Building Renter,

UUCV strives to provide all members and visitors with a nut-free environment. Thus, we ask that no peanuts or tree nuts be brought into our facility. If you are offering refreshments in the building during your rental period, we ask that you follow the relevant guidelines outlined in our Food Allergy Awareness Policy (above) in order to help us maintain a safe space for individuals with life-threatening food allergies.

- If you are offering catered items, please check with your catering service to obtain a list of product ingredients and to ensure that no products containing nuts or nut oils will be present in served food.

Thank you for your cooperation with this matter.

Sincerely, The UUCV Board of Trustees

