

**RKLT Allergen Policy
Including PPDS**

1. All RKLT kitchens are strictly nut free, both tree nuts and peanuts (Please Note-Coconut is not restricted as it is technically a fruit)

2. The 14 allergens that are identified in EC Labelling legislation as being of prime concern and that must be identified on labels of pre-packed foods are:
 - Cereals containing gluten – wheat, rye, oats, barley
 - Eggs – hens, duck, quail, goose etc
 - Fish – all species of fish and fish products
 - Crustaceans – all species, crab, lobster, prawns
 - Peanuts – groundnuts, monkey nuts
 - Soybeans – Soya or soy
 - Milk – all species, cows, goats, sheep, buffalo
 - Tree Nuts – almond, hazelnut, pecan, walnut, Brazil, pistachio, macadamia, etc
 - Celery – stick and celeriac
 - Mustard – oils, seeds, leaves, table mustard
 - Sesame seeds
 - Sulphur dioxide and sulphites
 - Lupin
 - Molluscs

3. All of these allergens may be used in food preparation by the school, and it is vitally important to minimise the risk of cross-contamination by allergenic substances of products prepared by the kitchen wherever possible.

4. Natasha’s Law (October 2021) states that all items prepacked for direct sale (PPDS) must display a label detailing ingredient, compound ingredients and nutrition per 100g. See Natasha’s Law Fact sheet for further datil on PPDS.

5. Nominated persons (see below) are responsible for maintaining accurate recipes details

Heather Mitchell

6. Ingredients will be purchased from authorised suppliers to enable the school to establish the allergen content & ingredients of products being purchased. (E foods as of March 2020)

7. E Foods/Suppliers will notify by email any ingredient substitutions, the schools nominated person (see below) will be responsible for updating allergens, labelling and signage before items are available for purchase.

Heather Mitchell

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8. Goods will be checked on receipt to check integrity of the packaging and to ensure there has been no cross contamination from allergenic material during transit.
9. If ingredients/allergens are unknown or cannot be confirmed, product must be withdrawn from sale
10. Ingredients in store will be kept wrapped and sealed.
11. Product ingredients will be scrutinised upon delivery to assess the presence of allergens to inform the menu preparation, information to serving staff to enable clear communication to the students and staff.
12. All menus must clearly show the corresponding allergen codes and dietary advice (see below)
13. It is the Kitchen Managers responsibility to double check these allergens are correctly listed on the menu, that staff are aware, and the allergy awareness posters are clearly displayed in the kitchen and dining hall.
14. Kitchen Managers must liaise with their Front Office/Business Manager to agree a notification and record keeping system for known allergies in school. This reference system must be available to all kitchen staff and reviewed at the start of each term.
15. Where students/staff have made the school kitchen aware of any particular allergen requirements these dishes must be made separately and clearly labelled. It is important that all work surfaces equipment and utensils are thoroughly cleaned to avoid any traces of allergen which could contaminate the food.
16. Efforts will be made to continuously improve procedures to minimise cross contamination by allergens and increase staff awareness by training.

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FOOD ALLERGIES and INTOLERANCES

Please speak to our staff about the ingredients
in your meal, when making your order.

Thank you.



**GLUTEN
(GL)**



**PEANUTS
(NUTS)**



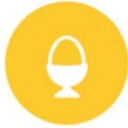
**TREE NUTS
(NUTS)**



**CELERY
(CE)**



**MUSTARD
(MST)**



**EGGS
(EG)**



**MILK
(MK)**



**SESAME
(SES)**



**FISH
(FSH)**



**CRUSTACEANS
(CRST)**



**MOLLUSCS
(MLCS)**



**SOYA
(SOY)**



**SULPHITES
(SD)**



**LUPIN
(LUP)**

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