

CHR SUMMER CAMP FOOD ALLERGY POLICY & PROCEDURES

Cran-Hill Ranch is committed to giving each camper a safe and enriching camp experience. The particular dietary needs of any camper should not in any way take away from that experience. In attending a summer camp program at Cran-Hill Ranch, a partnership is entered into between Parents, their child and Cran-Hill Ranch. Through each of these partners clearly understanding the roles and responsibilities upon them, a circle of protection is established, and a successful and rewarding experience will be had by all.

This document seeks to outline what those specific roles and responsibilities are.

Should you have any questions about this information, or the specific needs of your child, please do not hesitate to contact our staff.

THE ROLE OF THE PARENTS

As a vital partner in the circle of protection the parents will;

Clearly describe the student's food allergy on the **Medical History Form** and review this information. Parents may wish to consult the Food Allergy Action Plan.

If necessary, attach a detailed explanation of the type of symptoms. List foods to which the camper is allergic, and the specific symptoms he or she typically experiences during an allergic reaction.

Parents are also encouraged to contact the Food Service Director directly with any concerns.
231-796-7669 ex 211 - foodservice@cranhillranch.com

Make sure your child knows his/her food allergies, the symptoms and signs of a possible allergic or anaphylactic reaction, as well as the emergency procedure.

Educate and review often with the camper the self-management of his or her food allergy.

- Camper should know:
 - Safe and unsafe foods;
 - Strategies for avoiding exposure to unsafe foods;
 - Symptoms of allergic reactions;
 - How and when to tell an adult about a possible allergic response;
 - How to read a food label, especially those at the camp store.
 - How to use an epinephrine auto-injector (such as EpiPen®) if applicable.

Food service procedures and food alternatives

Most meals during the camp session will be served buffet style.

A full salad bar is provided for both lunch and dinner.

Entre items include several different items, and we do not serve casserole type meals.

Menus are available to parents from mid June. Common allergens are listed, and specific ingredients for any item of concern are available on request.

During the summer season we keep available the following food alternative items specifically for campers with food allergies;

- Gluten Free Pasta
- Gluten Free Pancake mix
- Regular Soy Milk
- Rice Milk
- Gluten Free bread/buns

Packing food for camp:

If the variety of items available, along with the above listed alternative foods still leaves a "gap", we ask that Parents supply supplemental foods to replace any items of concern. We would be more than happy to prepare the pre-packed food.

If the family chooses to provide alternative foods because of a medical condition or food allergy, a **Food Service Modifications Form** must be submitted. This form may be found both through our Website under "Summer Camp – Camper Forms", and through your online camp account manager in the "Document Center"

Food provided by the family will be prepared in a convection oven, steamer or microwave at Cran-Hill Ranch and must be prepackaged with and cooking restrictions included. All items must be clearly labeled with the child's name. Food may be dropped off at the Kitchen before, during or after the camper registration period.

*Inform the campers that if the specialty food is being prepared by kitchen that it will be available for them to pick up at the service window during meal time.

THE ROLE OF THE CAMPER

As a vital partner in the circle of protection the camper will;

Understand that meals are served in buffet or family style. Food-allergic students will choose their food first to reduce the risk of cross-contact and may request seconds directly from the kitchen staff if he or she has a concern about cross-contact.

Will always use the food line closest to the kitchen so that any questions can be addressed to the food service staff, and any special menu items or food replacement items will be readily available.

Thoroughly wash his or her hands before and after meals.

The Camper should:

- NEVER trade food with other campers.
- Not eat anything with unknown ingredients.
- Read every label and/or check with a counselor when purchasing food at the camp store.
- Be proactive in the management of mild reactions, such as seeking help if a reaction is suspected
- Tell their counselor, or the closest staff member, if a reaction seems to be starting, even if there is no visible appearance of allergic response.
- NOT go off alone if symptoms are beginning.

THE ROLE OF CRAN-HILL RANCH

As a vital partner in the circle of protection Cran-Hill Ranch will;

Ensure that all Kitchen employees are trained regarding safe food handling practices to avoid cross contamination with potential food allergens. Food service employees wear gloves and hands are washed and gloves changed during extended use to avoid cross contamination with potential food allergens.

We maintain a list of students with food allergies within the food service area and maintain knowledge of which food products contain allergens.

PLEASE NOTE: The Cran-Hill Ranch kitchen and camp store is only responsible for the food that we prepare and serve. We are not liable for outside snacks or meals brought by other guests.

If there are planned offsite field trips or out of camp activities that will include meals being served:

- Be certain any emergency medications and authorizations accompany the camper and the counselor.
- Be certain the counselor has access to information about the specific camper food allergies.
- Be certain there is a way to contact emergency assistance.

Emergency Action Plan:

Campers who may accidentally be exposed to a food allergen will be treated by the Camp Health Officer. The Health Officer will administer any drug or substance prescribed by a doctor to relieve effects of the allergen.

The parents will be notified by phone of the incident and the care provided.

In the event of a food allergy emergency, Emergency services will be contacted immediately and preliminary first aid will be administered.

Cran-Hill Ranch staff will immediately contact the Camp Health Officer, Program Director and/or Executive Director, and assign someone to gather non-involved participants and remove them from the scene.

Immediate follow-up will include contacting the parents/guardian, and completing a Cran-Hill Ranch Incident Report.

CRAN-HILL RANCH CAMP HEALTH OFFICER RESPONSIBILITY

Confirm the list of all food-allergic students with the kitchen staff and keep all medications on file to administer as necessary.

Insure that all counseling staff have been trained to administer an epinephrine auto-injector and to recognize common symptoms of an allergic reaction.

CRAN-HILL RANCH FOOD SERVICE STAFF RESPONSIBILITY

Practice universal precautions to assure that food allergen cross-contact is unlikely.

Intentionally seek out and introduce themselves to any camper requiring special meal accommodations, and review the procedure that will take place at each meal with the camper.

Clearly label potential allergen items on the serving line

CRAN-HILL RANCH CABIN COUNSELOR RESPONSIBILITY

Review signs and symptoms of allergic reactions and medication administration information with the Camp Health Officer during Summer Orientation.

Introduce the food-allergic student to the food service staff and review with them the dining hall procedure.

Remind all students to thoroughly wash their hands before and after meals.

Assure that the food-allergic student serves himself/herself first at each meal, if necessary.

Notify the Camp Health Officer of any suspected reaction, no matter how mild.

Assure that they are familiar with epinephrine auto-injector usage protocol.