

Special Dietary Requirements

At Edwards and Ward, school menus are designed to cater for the majority of the school population by offering a variety of foods in a range of dishes including vegetarian options. We do however, acknowledge that some pupils may have special dietary requirements and menus may need to be adapted to suit those needs. For the purpose of this document, the term “special diet” refers to any medically prescribed diet including food allergies. Further information about food allergies can be found on the web sites listed below.

Dietary needs due to religious or personal beliefs or food preferences, e.g. veganism should not be recorded on this form.

The following information explains the process by which Edwards and Ward are able to cater for pupils with special dietary requirements. The process is primarily designed to safeguard children with medical conditions whilst supporting the catering staff involved in the preparation and service of the meal(s).

1. You would need to get in contact with our Special Diet team by e-mailing them on specialdiets@edwardsandward.co.uk in turn they will send you a special diet form to be filled out, you would need to return all forms with the supporting documentation from the child’s GP, dietician or paediatrician to the e-mail address provided.

We ask that you also attach a photo of your child, this is important in identifying the children with different allergies to eliminate any possible errors occurring.

In line with Allergy UK guidelines ⁽¹⁾ results from unregulated and medically unproven food allergy tests will not be accepted as evidence of food allergy.

Please note any form received without supporting evidence will not be processed.

2. On receipt of the completed form, our Special Diets team will work with the Company Nutritionist and will where necessary devise an adapted menu. The school catering manager will be provided with this menu and all the relevant information regarding your child’s special dietary requirements.

If your child’s special dietary requirements are particularly complex we may contact you for further information and guidance to ensure how we best meet their requirements.

You will be provided with a copy your child’s adapted menu for each menu change.

If your child’s dietary requirements change please contact us. Should more menu adaptations be needed you will be required to complete our Special Diets Referral form accompanied by appropriate documentation.

If you have any questions about the process, please do not hesitate to contact us.

You can contact our special diets team:
specialdiets@edwardsandward.co.uk

Please be assured that each special dietary request is tackled as quickly as possible. However our special diets team may be reliant on information coming from our suppliers which can hold up the process. If you have not heard from us within two weeks of submitting your request please contact our special diets team.

Food Allergies

Allergen Labelling

Edwards and Ward company policy is that all children with allergies and, or intolerances follow the Special Dietary Requirements procedure to individually safeguard children.

In addition to this, in accordance EU Food Information Regulation (FIR) 1169/2011, each kitchen will hold a list of all allergens present in each dish as served. The allergens listed will be the key 14 allergens as stated by the legislation ⁽²⁾.

Our allergen information is sourced directly from our suppliers and food manufactures. If you suspect any problems please do not hesitate to contact us.

Tree Nuts & Peanuts

Edwards and Ward school kitchens and recipes are free from tree nuts and peanuts. Whilst we endeavour ensure that our menus are nut free, some manufactures cannot guarantee that products have not been produced in factories where nuts 'may be present'. We would therefore advise you to inform us if your child is allergic to nuts however, no menu adaptations will be necessary.

References:

1. Allergy Testing
<http://www.allergyuk.org/diagnosis--testing-of-allergy/non-conventional-tests>
2. FIR 14 Key Allergen
<https://www.food.gov.uk/enforcement/regulation/fir/labelling>