

FOOD ALLERGIES, SPECIAL DIETS AND MEDICAL CONDITIONS PLAN FOR CAMP HIAWATHA

The number of campers with food allergies, diabetes, and other food related issues, i.e. religious belief diets, is increasing. This policy will be in effect to properly address any special needs or issues that may arise.

*The Parent-Leader Guide will include instructions for parents/leaders to notify the camp and the unit leader in writing a minimum of two weeks prior to arrival of any camper with food allergies or other special dietary needs **[use the attached request form.]** **Notification must include both the specific allergies or dietary needs and a list of foods /brands that can be substituted.** This advance notification is necessary to allow the camp sufficient time to order and stock the appropriate foods prior to the arrival of the individual. **This information must be updated every year as these allergies/needs and food substitutes may change. Allergies or special needs must also be noted on the health form.**

*Camp menu will be published and posted on the Council website by May 15th so parents/leaders can review it and notify us of special needs and acceptable substitutions.

*Medical officer will photograph all campers/staff members with food allergies, and/or other potentially critical medical conditions. Photos will be kept in a binder in the health lodge as a means of emergency identification. This will provide for immediate identification, will include all pertinent medical information and will be kept confidential.

*The medical officer will notify the food service director and trading post manager of any food allergies.

*The food service director will ensure that:

- Commissary director has the needed information on campers with special diets
- Commissary has the proper substitute foods in stock
- Commissary director will mark the appropriate patrol basket with a bright orange identification card
- Commissary director will ensure that the proper special foods are prepared and issued separately [may be in plastic bags with individuals name] to avoid cross-contamination with other foods
- Unit leader has proper instructions for food issuance/preparation in the site

***Unit leaders will be responsible to ensure that cross-contamination of foods does not occur during the preparation of meals in the site. Unit leaders are responsible to report any errors in food issue/preparation immediately to the Camp Director, Food Service Director or Camp Staff Advisor so corrective action can be taken.**

*Any foods brought by the individual or unit for special diets can be stored/refrigerated at the commissary for safekeeping. Perishable foods must be refrigerated at the commissary. They must be marked with the individual's name and unit number.

As a reminder, it is very important to the camp staff that you give us complete information, especially information as to what is acceptable so we can be prepared.