

# SUNY New Paltz Dining



## Policy on Food Allergy and Special Diet Accommodations for Students

### Overview

The purpose of this policy is to: (1) alert the SUNY New Paltz Community to the existence of food allergies and the importance of keeping students with food allergies safe; (2) notify students of the measures available to accommodate food allergies; and make students with food allergies aware of their personal responsibility to keep themselves safe.

### Summary of Accommodations Provided by Dining Services

SUNY New Paltz Dining is committed to providing a dining experience that is equally accessible to all students, including students with food allergies and special dietary needs. In order to accommodate these needs, we provide the following:

1. Individual counseling with Licensed Registered Dietitian
2. Nutrition facts on dining website
3. Menu item signs in Resident Dining (Peregrine Dining Hall) label the top eight allergens (shellfish, fish, peanuts, tree nuts, soy, wheat, milk, eggs) plus gluten, when present. Allergen information is available upon request at retail locations and through catering.
4. AllerTrain certification for all food handlers and management level employees
5. A trained staff to answer questions and help with appropriate selections
6. Precautions to prevent cross-contact, including separate wares for allergen-free foods and proper cleaning and sanitizing procedures
7. My Zone room in Peregrine Dining Hall: swipe access room equipped with specialty foods, toaster, microwave, storage space, refrigerator and freezer
8. Special meal preparation, as described below

The above provisions are described in more detail below.

### Special Meal Preparation

Students approved for special meal preparation by the dietitian will be provided with a form with meal options. This form must be submitted by midnight the night before the requested meal to the dining staff members specified on the form. The student will select a pick up time, and must arrive at Peregrine Dining Hall at that time to retrieve the meal.

### Dietitian Consultations

The Registered Dietitian works with students to create an individualized plan. The plan will not only accommodate their allergy or special dietary need, but will also be nutritionally sound to ensure that nutrition needs are being met. Thus, the process accounts for each individual's particular dietary requirements, with the goal of empowering each food allergic individual to be active in the management of their allergy. The dietitian will determine if special meal preparation is appropriate.

Students need to initiate this meeting by contacting Marie Murphy at [marie.murphy@sodexo.com](mailto:marie.murphy@sodexo.com).

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Nutrition counseling is available at no cost to SUNY New Paltz students on a year-round basis. The services of a Licensed, Registered Dietitian are available to students wanting information on general nutrition, weight management, food allergies, or specific therapeutic diets. The nutrition office is located in Peregrine Hall and appointments can be made by visiting: <https://mmurphy-dietitian.youcanbook.me/> or calling 845-257-3351.

## Menus and Signage

Menus can be viewed online at <https://newpaltzdining.sodexomyway.com/>. Station signs at Peregrine Dining Hall list the top 8 allergens, as defined by the FDA: wheat, milk, eggs, peanuts, tree nuts, soy, fish, and shellfish. Gluten is also labelled for at Peregrine Dining. These allergens are also listed on online menus. Students can always ask a manager to see a recipe or package label if she/he has further questions.

## Training for Staff

SUNY New Paltz dining utilizes AllerTrain, an ANSI-accredited program approved by the American Culinary Federation and the Academy of Nutrition and Dietetics. Managers and supervisors are required to take the AllerTrain University course within 2 weeks of hire, and every 3 years thereafter. Other employees are required to take the AllerTrain Lite course within 2 weeks of hire and every 3 years thereafter.

Issues related to food allergies and cross contact are addressed on an ongoing basis within daily team huddles. This includes a formal monthly rotation of topics, facilitated by the onsite AllerTrain Master Trainer and Registered Dietitian.

We train our food staff on the severity of food allergies. This training includes instruction on food allergies, including food products that contain allergens, cross-contact and proper food storage and preparation, how to answer inquiries regarding food allergies

We label items with possible allergen-containing ingredients. We understand that there is always a risk of cross-contact. We ask that students with food allergies be aware of this risk.

## My Zone

My Zone is a swipe access room in Peregrine Dining Hall designed to meet the needs of students with special diets, including food allergies, celiac disease and certain medical conditions. The My Zone pantry is free from gluten, tree nuts and peanuts. In this limited access area, extra precautions are taken against cross contact, providing more options for food allergic students and students with celiac disease. My Zone has dedicated equipment, including: refrigerator, freezer, microwaves, waffle maker, shelf storage, dishwasher, plates, and utensils.

## **Staff Procedures for Allergic Reactions**

When a student is suspected to have a food allergic reaction, a staff member will call 911. The staff member should provide information relating to the allergic reaction and location of the student. The person will be kept seated or lying flat. If necessary, staff will locate the student's epinephrine and have the student administer it. A staff member will stay with the individual until medical help arrives. If the situation is deemed to be a medical emergency a staff member will meet the student at the hospital.

## **Responsibilities of Students with Food Allergies**

Students will:

1. Notify dining services of food allergy or special dietary needs upon enrollment, and at the beginning of each subsequent semester for which they are enrolled.
2. Have a plan to manage their condition on campus.
3. Carry with them and use an epinephrine auto-injector in an event of an allergic reaction. Students are responsible for ensuring their epinephrine auto-injector has not expired.
4. Notify roommates about their food allergies.
5. Familiarize themselves with this policy and procedure.
6. Adhere to the procedures outlined in this policy regarding notification to the College, including meeting with the General Manager and the Registered Dietitian Nutritionist.
7. Ask managers of the dining facilities about nutrition facts, allergen questions, and menu options that meet their dietary needs.
8. Familiarize themselves with the daily menus, online menus and signs posted regarding allergens. Students with food allergies must review any changes in their medical condition with the Registered Dietitian.