



EAST RUTHERFORD PUBLIC SCHOOLS

McKenzie School

125 Carlton Avenue

East Rutherford, NJ 07073

Phone: (201) 531-1235 □ Fax: (201) 531-1491

www.erboe.net

TO: Parents/Guardians

FROM: Brian Barrow

**SUBJECT: Food Allergies
Classroom Birthday Parties and Celebrations**

DATE: September 2019

GUIDELINES FOR HOLIDAY, BIRTHDAY, AND OTHER CLASSROOM/SCHOOL CELEBRATIONS

In accordance with *Board Regulation 8505*, we believe that children, parents, staff and administration have a right to know the ingredients in the foods children are eating, and that we have an absolute responsibility to do everything we can do to ensure the health and safety of our students. When a classroom experience is planned, that will include food and/or beverages, the following general procedures will be followed:

- Parent(s) or staff members who wish to supply food/beverages for any event or occasion must contact the classroom teacher to arrange the date/time for the event/celebration and to determine if any child in the classroom is allergic to any particular food item.
- Parent(s) or staff members must bring to school only food/snack items or beverages that have been prepared or manufactured by a commercial establishment and packaged or boxed in a sealed container provided by the same commercial establishment where the items were purchased.
- **No home-baked or homemade items will be permitted.**
- The teacher will ensure that food items provided are accompanied by a listing of ingredients and that the items meet the federal and state nutritional guidelines.

As always, your cooperation is greatly appreciated. It is essential that parents/guardians notify the School Nurse and the classroom teacher in writing if their child has an allergy of any kind.

Sincerely,

Brian Barrow
Principal