

## **Policy on Food Allergy Accommodations for Students**

### **Introduction**

Purchase College and Dining Services recognize that mealtimes provide a social opportunity to enjoy conversation, relaxation, and good food. Dining Services offers a variety of foods that promote healthy lifestyles. We also recognize that some individuals have one or more food allergies that may require careful dietary management. Dining Services makes every effort to provide helpful information and dining options to members of our campus community with food allergies.

If an individual has been diagnosed by a physician with a life threatening food allergy, this may constitute a disability under the Americans with Disability Act (ADA). Purchase College and Dining Services comply with Title II of the Americans with Disabilities Act, which addresses the obligation to make reasonable modifications in policies, practices, and procedures when necessary to accommodate students with disabilities including food allergies.

### **Purpose**

The purpose of this policy is to:

1. Alert the Purchase College Community to the existence of food allergies and the importance of safe practices in student dining operations;
2. Notify students of the measures available to accommodate food allergies;
3. Educate students with food allergies regarding personal responsibility and their role in maintaining safe dietary practices at college.

At Purchase College, Dining Services and the Office of Disability Resources (ODR) work together to provide reasonable arrangements so that each member of our campus community may participate in the Purchase College dining experience.

Purchase College has developed a standardized process to assist individuals with food allergies. The process takes into account each individual's particular dietary requirements. Dining Services' goal is to provide individuals with food allergies the tools they need to be active in the management of their allergy.

### **Accommodations for Students with Food Allergies**

Dining Services can accommodate many special diets within the dining hall during the academic year. Dining Services offers a wide variety of items from which students may select. The dining hall also offers a daily G8 station, with menu items made without the following top eight allergens: milk, egg, tree nut, peanut, wheat or gluten, fish, soy, shellfish, as well as a "made without gluten" area. Signs are posted to inform individuals with special diets. Soy- and lactose-free milk are available. Dining hall staff will familiarize individuals with the many alternatives provided on their regular menus. They will also provide the full nutritional and product information individuals require to make informed and safe choices. Students may pre-order their meals by giving dining services 24-hours advanced notice before the meal for staff to obtain the necessary ingredients and prepare the specific meal requested. Student also have the option of "take out" meals.

Dining Services provides the following:

1. Individual nutritional counseling
2. Nutrition facts on their website

3. A trained manager in each location to answer questions and help with selections
4. Precautions to prevent cross-contact
5. Special options available on a daily basis, including many items made without gluten, soy milk, lactose-free milk, and food cooked to order
6. Signs posted at point-of-sale alerting students to foods containing the eight major food allergens (shellfish, fish, peanuts, tree nuts, soy, wheat, milk, eggs)
7. Use of canola or corn oil

Dining Services trains their 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, and Purchase College's policy for requesting an accommodation for a food allergy.

Dining Services labels items with possible allergen-containing ingredients. They understand that there is always a risk of cross-contact, therefore we ask that students with food allergies be aware of this risk.

Nutritional counseling is available to Purchase College students. The services of a Licensed, Registered Dietitian are available to students seeking information on general nutrition, weight management, food allergies, or specific therapeutic diets. To schedule an appointment with the Dietitian, please contact the Administrative Director of Health Services, at (914)-251-6385.

### **Procedures**

Students with special requests due to a food allergy are strongly encouraged to make the College aware of these needs as early as possible. The following procedure must be followed:

1. Students must obtain the **Statement for Students Requesting Dietary Accommodations form** by contacting the Office of Disability Resources (ODR) or downloading it from their website.
2. Students must provide to the ODR current and appropriate medical documentation that has been completed by the student's physician via the **Statement for Students Requesting Dietary Accommodations form**.
3. Students will then arrange to meet with the ODR staff to register as a student with a documented disability. During this meeting, the student must sign a general release form so information related to their food allergies can be shared with other necessary Purchase College and Dining Services staff.
4. Upon receipt of the signed release, the ODR will schedule a meeting with the Resident District Manager of Dining Services to develop an appropriate response to dietary requests.
  - The student will be required to meet with the Resident District Manager of Dining Services and the Director of the ODR to discuss their needs and learn of the food options available to them.
  - At this meeting, the following will be discussed:
    - Diet history of foods that can and cannot be tolerated
    - All of the food options and allergy-alternative food products available at Purchase College
    - Introduction to the dining hall staff that will be working with the student
  - The ODR Director will develop an individualized plan for each student. This plan will outline the College's responsibility and student's responsibility for safely managing food allergies while attending classes or functions or residing on campus. Items on these plans will include ways to notify individuals about allergic reactions and access emergency responders at the College. The student and Director of the ODR will sign the individualized plan. Copies of the plan will be provided to the Resident District Manager of Dining Services.

5. Students with food allergies must review any changes in their medical condition with the Director of the ODR. The Director of the ODR will then notify the Resident District Manager of Dining Services of any necessary modifications to the student's dietary plan.
6. Violations in the policy must be reported to the Director of the ODR and the ADA Compliance Officer. All complaints will be taken seriously and followed through to resolution. All complaints will be addressed in a manner that is prompt, impartial, confidential, and retaliatory-free. Purchase College will not discriminate against any individual because of exercising their right to come forth with a complaint or against individuals who participate in an investigation.

### **Staff Procedures for Allergic Reactions**

When a student is suspected to have an allergic reaction, a staff member should call University Police. The University Police emergency number is 911 from any campus phone or (914)-251-6911 (from a cellular phone). The staff member should provide information relating to the allergic reaction and location of the student. A staff member should stay with the individual until medical help arrives.

### **Responsibilities of Purchase College, Dining Services, and the Office of Disability Resources**

The College, Dining Services, and/or the Office of Disability Resources will:

1. Follow this policy at all times.
2. Provide students with documented food allergies the tools they need to be active in the management of their food allergies.
3. As requested, Dining Services will provide individual counseling with a Registered Dietitian Nutritionist and/or the Resident District Manager of Dining Services.
4. Dining Services will facilitate training for food services staff and students on food allergies in general and Purchase College's policy specifically.
5. Dining Services will take precautions to prevent cross-contamination.
6. Dining Services will post signs at point-of-sale alerting students to foods containing major food allergens.
7. Dining Services will offer special foods available on a daily basis.
8. Dining Services will permit students to pre-order their meals by giving Dining Services 24-hours advanced notice.
9. Dining Services will offer special foods for catered events, as requested.
10. The Office of Disability Resources and the ADA Compliance Officer will respond promptly, confidentially, and impartially to all complaints of violations of this policy.

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

Students will:

1. 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.
2. Notify roommates about their documented food allergies.
3. Familiarize themselves with this policy and procedure.
4. Adhere to the procedures outlined in this policy regarding notification to the College, including meeting with the Resident District Manager of Dining Services and Director of the Office of Disability Resources.
5. Ask managers of dining facilities about nutrition facts, precautions to prevent cross-contact, and special foods available on a daily basis.
6. Familiarize themselves with the daily menus and signs posted regarding allergens.
7. Seek assistance and advocacy from the Disability Resources staff, as needed.