

## Camp KEEP Guidelines for Special Dietary Needs

Updated Aug 23



1. Individuals with identified food allergies, medical needs, or vegetarians will be accommodated to the best of our ability. Dietary needs must be noted on the KEEP registration form.
2. The participating school will provide KEEP with a list of special diets at least two weeks prior to the visit. If needed, the Lead Cook will contact the child's parents prior to the visit for clarifications.
3. We do not offer an alternate menu for "picky" eaters. Once a meal plan has been approved by the parent & prepared for that child, last minute switching to the regular menu is not allowed.
4. On occasion, **parents will be asked to provide supplemental food** or snacks.
  - a. Place food items in a cooler or reusable bag. Label with name & school.
  - b. Make arrangements to have this food delivered to the KEEP kitchen immediately upon arrival. All unused food will be returned to the student's teacher on Friday.
  - c. No nut or fish products allowed.
5. On rare occasion, an individual's food issues may be so severe that the KEEP kitchen does not have the ability to accommodate with food we stock. In these instances, **the student may attend KEEP if the parent provides all food needed.**
  - a. Place all food items in a cooler or reusable bag. Label with name & school.
  - b. Each meal must be individually packaged and labeled as follows:
    - Name
    - Day of the Week
    - Breakfast, Lunch, or Dinner
  - c. Meals must either be served cold or warmed in the microwave.
  - d. If served warm, parents must pre-pack food in a microwavable container with a lid.
  - e. Make arrangements to have this food delivered to the KEEP kitchen immediately upon arrival. All unused food will be returned on Friday.
  - f. No nut or fish products allowed.
6. If a child has a life-threatening condition (such as diabetes or a food allergy requiring epipen), they may attend KEEP with the following safeguards in place:
  - a. Adult shadow from home or school accompanies child at all times
    - Shadow in charge of all medication
    - Shadow monitors meals & snacks
    - In some cases it may be necessary for shadows to prepare, heat, and serve meals following the guidelines above.
  - b. Physician clears the student to attend KEEP by filling out the Physician's Authorization Form (PAF)
    - PAF signed by doctor, parent, & shadow
    - PAF faxed to KEEP at least 1 week before visit