**CSCS GUIDELINES FOR CLASSROOM PARTIES & FOOD FOR CONSUMPTION BY OTHERS**

We at the Collins school realize the importance of celebrating your child’s birthday with their classmates, and we look forward to that special day. We also know a safe classroom environment is critical to the continuous growth and development of a student’s educational experience. This is particularly important for the food-allergic student, who may face offending allergens in the classroom. Recognizing this, the Collins school will abide by the following guidelines.

Outside food brought into the school and/or classes to be consumed by other students shall be unopened, commercially processed and commercially pre-packaged, requiring no preparation. The ingredients should be plainly displayed on the exterior of the packaging. Your student’s homeroom teacher will let you know of any classroom allergies.

Home baked or homemade items are not allowed. Unfortunately, those preparing home baked or homemade items cannot provide appropriate and necessary liability that a manufacturer can provide. Additionally, home baked items and the kitchens from which they come cannot demonstrate the controlled environment required by and inspected by the Health Department.

After coordinating party details with your child’s teacher, parents are asked to drop-off food items with the main office on the day of the party. Please label the items with your child’s name and homeroom teacher. The nurse will then review the ingredient list and approve the food items to be distributed. Please refrain from providing food items requiring freezing or immediate refrigeration.

**Points of clarification:**

**Can I send in cupcakes or cookies from Acme or Shoprite?**

*Yes. As long as the items are sealed, processed by the company, commercially prepared, and ingredients listed. (Tape or sticker seal is ok.)*

**Can I send in items like Munchkins or Philly Pretzels?**

*Yes. As long as the items are processed by the company and commercially prepared. Ingredient lists can be ascertained by the school.*

**Can my child still have homemade snacks or lunch?**

*Absolutely. The guidelines do not apply to any food items you are sending for your own child. Their purpose is to protect against distributing food-allergic snacks to others.*