Dora Kennedy French Immersion School

Food in School Policy

Effective Date: October 15, 2025
Approved by: Principal Spence
Reviewed by: Administrative Team & School Nurse

Purpose

The purpose of this policy is to promote student health, safety, and equity by clearly outlining expectations regarding food items brought into the school for classroom celebrations and events. This policy ensures all food-related activities align with health regulations, dietary needs, and inclusive practices at Dora Kennedy French Immersion (DKFI).

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1. Birthday Recognitions

To promote wellness and inclusivity, **birthday celebrations will no longer include food items** such as cupcakes, cookies, or candy.

- Families and teachers are encouraged to celebrate student birthdays with **non-food recognition options** such as:
    - Birthday trinket or toy giveaway bags
    - Stickers, pencils, or bookmarks
    - Class shout-outs, birthday crowns, or special privileges (e.g., line leader for the day)

Note: Any giveaway items should be age-appropriate, safe, and free of latex or allergens.

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2. Classroom and Cultural Celebrations

DKFI values the rich cultural diversity of our school community and supports cultural celebrations that enhance learning. Food may be incorporated into classroom events under the following conditions:

Approved Food List

The following **pre-approved items** have been reviewed and cleared by Nurse King and the school administration (as of last school year):

- Store-bought pizza
- Store-bought cupcakes
- Juice boxes
- Popsicles (Rita's or Jonny Pops – any flavor)

No additional food items may be brought into classrooms unless reviewed and approved in advance.

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3. Event Planning and Approval Process

To ensure safety, sanitation, and inclusivity, the following process must be followed for all class celebrations involving food:

a. Planning

- The **classroom teacher** collaborates with the **class parent** to plan the event and propose a menu.
- The menu must account for **student allergies and dietary restrictions**.

b. Administrative Approval

- The teacher submits the event plan and menu to the **Principal or Administrative Team** via email for review and approval two weeks before the event.
- The email should include the event date, purpose, food list, and any accommodations needed.

c. Communication

- Once approved, the **teacher shares the finalized plan** with the class community and the **front office** at least one week before the event.

d. Facilities Coordination

- The teacher coordinates with **facilities staff** to arrange cleaning, trash disposal, and any required support before and after the event.

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4. Cultural and Special Event Food Exceptions

For cultural or international celebrations where traditional foods are a meaningful component:

- Teachers must submit a **detailed list of ingredients** for any specific cultural food items.
- All food must be **store-bought and pre-packaged** from a certified vendor, restaurant, or licensed kitchen.
- **Homemade foods from private kitchens are not permitted** due to health and safety regulations.

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5. Compliance and Responsibility

It is the responsibility of each staff member and classroom parent to adhere to this policy. The school reserves the right to deny or remove any food items that do not comply with these guidelines.

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6. Review and Updates

This policy will be reviewed annually in collaboration with the administrative team, the school nurse, and the PTA to ensure alignment with **PGCPS health and safety standards** and evolving community needs.

Approved by:

Principal Spence
Dora Kennedy French Immersion School
Date: 10/25/2025