



**BERESFIELD COMMUNITY
CHILDREN'S EDUCATION CENTRE**
 6 Milton Street
BERESFIELD
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**AUTHORITY TO DELETE SPECIFIC FOODS TO
CHILDREN ON SPECIAL DIETS**

I hereby authorise and direct that the undermentioned foods may not be given to:

Name of child: _____ D.O.B. _____

Description of allergy / food intolerance including possible reactions:

Can your child have this in cooking? YES NO

Products to be excluded from diet (please be very specific):

Do you have specific brands or meals that your child prefers? YES NO

Parent's signature: _____ Date: _____

Office Use Only:

Director's signature: _____	Date: _____
Cook's signature: _____	Date: _____
Staff member's signature: _____	Date: _____
_____	Date: _____
_____	Date: _____
_____	Date: _____

Please note that this form is valid for the current Calendar Year only, or until written notification by the parent stating that the above food allergy / intolerance no longer exists.

Protecting your privacy

The City of Newcastle is committed to protecting your privacy. We take reasonable steps to comply with relevant legislation and Council and Centre policies.

Purpose: BCCEC requires the information on this form to assist staff to provide high quality care for your child.

Intended recipients: This information will be supplied to Centre staff as appropriate.

Supply: This form only needs to be completed if relevant to the health of your child. If your child has a medical condition or allergy, provision of this information is mandatory.

Consequence of non-provision: If your child has a medical condition or allergy and the requested information is not provided, the centre cannot enrol your child.

Storage and security: This information will be stored securely in hard copy and/or electronic form by Beresfield Community Children's Education Centre and the City of Newcastle. The information will be retained until your child turns 25 years of age, in accordance with relevant legislation.

Access: Individuals may request access to their personal information held by BCCEC to check its accuracy at any time.