



## **Meals for Students with Food Allergies and/or Special Dietary Needs**

The Food Services department provides modified menus for students who have physical or mental disabilities or special dietary needs and are unable to consume the regular lunch or breakfast menu items. The Food Services department should be informed of any student who has a food allergy or special dietary needs. A concerted effort will be made to meet the nutritional needs and/or disability limitations of each student. Food item substitutions are based on child specific medical guidance.

No individual food items will be banned from the School Breakfast, School Lunch or After School snack Program menus. The banning of specific foods would be counter-productive and not in the best interest of all students. The responsibilities of parents, school sites, and the Food Service Department is as follows:

### **Parent Responsibilities:**

1. Notify the school of any food allergy, disability or special dietary needs.
2. Provide a medical form approved by a recognized medical authority which states the food allergy and the approved substitution.
3. Update the medical form on an annual basis.
4. Participate in any meetings or discussions regarding the student's meal plan.
5. Notify the school of any changes relating to the food allergy or special dietary need.

### **School Site Responsibilities:**

1. Identify children requiring diet modifications through registration materials and parental contact.
2. The school nurse will be notified to assess the medical needs and to request medical certification from the parent or guardian utilizing the Food Allergy Form.
3. Sends the medical certification to the Food Services department.
4. Additional responsibilities may include educational awareness for staff and students related to field trips, classroom parties, allergy alert identification and intervention.
5. Communicate plan requirements to all potential participants.
6. Monitor and update the plan as needed.

### **Food Services Responsibilities:**

1. Provide food item substitutions for students based on medical need supported by a medical documentation signed by a recognized medical authority. Menus will not be modified based on religious or personal preference.
2. Provide training to cafeteria personnel on how to react to allergies and how to modify menus.
3. Communicate with parents and staff regarding diet modifications.
4. Maintain Special Diet information on each student and update annually.