



Accommodating Children with Special Dietary Needs

Request Procedure for Dietary Modifications

In order for the School Nutrition Program to make modifications in the foods served to students from the recommended menus and required meal pattern, schools must have on file a **current written Medical Statement** signed by a licensed physician or other authorized medical professional. Medical Statements should be updated **every year** and a copy shared with the school and nutrition program. The meal modification form is located on our school website.

The Medical Statement must indicate the **specific foods or ingredients** that must be eliminated from the diet, and guidance for substitutions provided, as appropriate.

Food Allergy:

For a student with a documented food allergy, the food allergen(s) must be specified so that it can be avoided in all foods. School nutrition personnel will make every effort to help the student completely avoid the documented allergen(s) in school meals. School food service staff may not revise, modify or change a medical order in any way. Changes in foods allowed must be noted on a new signed Medical Statement.

Lactose Intolerance:

A lactose intolerance that restricts the consumption of only fluid milk should be noted separately from a milk/dairy allergy. A student with a milk/lactose intolerance may choose to decline milk as one of the food items in their meal, but must still meet the minimum meal requirements with other selections. A signed Medical Statement is required in order to request an approved alternate milk substitute (soy milk) be offered in place of the fluid milk component in school meals. Students with a signed medical statement may be offered a soy milk substitute as a part of their meal to provide the same nutrients as fluid milk.

Gluten-Free:

The School Nutrition Program has a few gluten-free bread/bun items (based on availability) that can be substituted in meals, and other simple accommodations can be made for students to enjoy school meals that are gluten-free. In order to make these substitutions of Gluten-free breads, the school must have a signed Medical Statement indicating the need for gluten-free meals and sufficient advance notice to have ordered these items to be available.

NOTE: Since some Gluten-Free items require us to special order them and accommodations are prepared only upon request, students (or parents) should notify the cafeteria manager/staff no later than **9 am** of the day of their request. Simply indicate the entree of your choice and the cafeteria staff will have it available for the student's lunch period.