

Food Allergies & Special Dietary Needs

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

The Food & Nutrition Services department has a policy of providing 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. This policy is in accordance with a federal mandate to include all students in the school nutrition programs and is in accordance with policy guidelines outlined in FNS Instruction 783-2, Revision 2, *Meal Substitutions for Medical or Other Special Dietary Reasons*. The Food & Nutrition Services Department should be informed of any student who is unable to consume the meals normally served at the school in which they are enrolled.

Program regulations provide for the substitution of food items based on child-specific medical guidance. The regulations do not provide for the banning of selected foods for all students. The district believes that banning foods would be counter-productive and not in the best interest of all students at a specific school site. A concerted effort will be made to meet the nutritional needs and/or disability limitations of each student. Accordingly the district has outlined the responsibilities for parents, school sites and Food & Nutrition Services as follows:

Parent Responsibilities:

1. Provide (RMA) recognized medical authority (child's physician) with the attached document
“ CHILDREN WITH SPECIAL NEEDS AND INFORMATION FORM”
2. It is the responsibility of the *physician to fax or email* completed form to the District School Nurse and Food Service Director as indicated on form, hand delivered forms will not be accepted
4. Provide a current PHOTO (head shot) in color of student to attach to information form
3. Update the medical certification on as needed basis
4. Participate in any meetings or discussions regarding the student's meal plan.
5. Have the physician to Notify the school of any changes relating to the food allergy or special dietary need using the **“ CHILDREN WITH SPECIAL NEEDS AND INFORMATION FORM”**
6. **Provide meals for your child until process is complete (allow at least 2 weeks from date the District Nurse and Food Service Director receive form from physician)**

Food & Nutrition Services Responsibilities / School Site Responsibilities:

1. Identify children requiring diet modifications upon receiving “**CHILDREN WITH SPECIAL NEEDS AND INFORMATION FORM**”
2. The school Nurse or Health Services Assistant will be notified and begin the process for the implementation of an Individual Health Services Plan (IHSP) as needed
3. Upon receiving completed “**CHILDREN WITH SPECIAL NEEDS AND INFORMATION FORM**”

Food Service Director will forward orders to a registered Dietician who will create alternate menus for student.

4. Upon completion of individualized menu plan the Registered Dietician will email the Food Service Director student menu.

Food Service will provide food item substitutions for students based on medical need supported by a medical certification signed by a recognized medical authority. ***Menus will not be modified based on personal preference.***

5. Food Service Director and or site nurse will meet with cafeteria personnel to go over accommodations.
6. Additional responsibilities may include educational awareness for staff and students related to field trips, classroom parties, allergy alert identification and intervention.
7. Communicate plan requirements to all potential participants.
8. Monitor and update the plan as needed.