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29th June 2017

Dear Parents,

Special Diet Request Form

Following an incident in another school we have been requested by Facilities Management - Catering to ask parents to complete the following form. This form is for children who require a special, medically prescribed diet lunch. It is not to be used for meal preferences or choice for those children who maybe fussy eaters.

The completed form will allow us to safeguard any child who could have an allergic reaction to the identified food groups. Any child identified as having an allergy to a specific food group will not be given any food from that group, so please do not ask school to give something from that group to your child 'try'. We will not be able to do so.

If you have any concerns regarding the diet form, please do not hesitate to contact school to discuss.

Yours sincerely,

Mr. S. Callaghan
Head Teacher



sing up
Gold Award



FACILITIES MANAGEMENT – CATERING

PUPIL SPECIAL DIET REQUEST FORM

This request form must be completed by the parent or legal guardian of any child requiring any special medically prescribed diet lunch either as directed by the parent or legal guardian or Dietitian. The completed form must be submitted with an Allergen Diet Sheet from your GP or dietician. The Allergen Diet sheet must provide the exact dietary requirements, clearly identifying specific food items to be avoided. Then both parts should be given to the school Head or Bursar, who will forward to Facilities Management Kitchen Supervisor for action.

Facilities Management will only provide special diets on the production of a special sheet from the child's dietician or doctor. Any special dietary preparations e.g. gluten free and diabetic products must be supplied by the parent before lunchtime.

Facilities Management can provide for all dietary requirements.

School: _____

Name of Pupil: _____

Date of Birth: _____

Class Teacher: _____

Emergency Contact: _____

Name and contact details
of Dietician/Doctor: _____

Please specify ALL allergies:

Celery	Yes/No
Cereals containing gluten	Yes/No
Eggs	Yes/No
Fish	Yes/No
Lupin	Yes/No
Milk	Yes/No
Mustard	Yes/No
Nuts	Yes/No
Peanuts	Yes/No
Sesame Seeds	Yes/No
Soya	Yes/No
Sulphites	Yes/No
Crustaceans/Molluscs	Yes/No

Any other allergies or dietary requirements

Head Teacher Signature: _____

Bursar Signature: _____

Kitchen Supervisor Signature: _____