

ACCOMMODATING STUDENTS WITH SPECIAL DIETARY NEEDS

Cleveland ISD only provides dietary accommodations for students with disabilities, life-threatening food allergies, and physician-certified medical needs.

REQUIRED DOCUMENTATION

The Texas Department of Agriculture has set forth the following guidelines for accommodating children with special dietary needs. For Child Nutrition Services to make a meal accommodation for a student with a medical disability, the household must provide a written medical statement. For a medical statement to be valid, it must be written by a medical authority licensed to write prescriptions in Texas.

The Medical Statement for students with disabilities and life-threatening food allergies must:

- Be signed by a licensed physician/prescribing medical authority.
- Identify the child's medical condition/disability.
- Include an explanation of why the disability restricts the child's diet.
- Identify the major life activity affected by the disability.
- List the food or foods to be omitted from the child's diet and the food or choice of foods that must be substituted.

CISD DIETARY ACCOMMODATIONS POLICY

All dietary accommodation requests should be made using the CISD Physician's Request for Special Dietary Accommodations form (special diets form) located on the CISD Child Nutrition Services website: www.clevelandisd.org

Documentation must be provided by the student's parent/guardian to the school nurse, who will then email or deliver to Child Nutrition Services. Dietary accommodations will be arranged once Child Nutrition Services receives and processes the request. Any information missing from the form will result in accommodation delays.

Child Nutrition Services does not accept Food Allergy Action Plans or Student Health Questionnaires as documentation. These forms are for the school nurse.

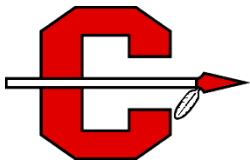
Note: Dietary accommodations that require the purchase of specific items may not be available immediately. Please allow up to six weeks to receive the first delivery of special orders.

For more information, email lacy.willey@clevelandisd.org

DISTRIBUTION OF RESPONSIBILITY

Parents/Guardians:

- Provide Physician's Request for Special Dietary Accommodations form (special diet form) to the school nurse, making sure it includes all required information as listed above. *Note: If the physician's order contains any statements requiring further clarification, special dietary accommodations will not begin until the physician provides further written clarification.*
- Provide updated physician's orders as necessary.
- Be aware that dietary accommodations cannot be changed prior to receiving updated documentation from the physician.
- Give school nurse a written statement, signed by parent or legal guardian when accommodations are no longer needed.
- Work with school nurse and CISD Child Nutrition Services to review and return modified menus as soon as possible. *Note: Modified menus will not be implemented until approval is received.*
- Submit new Physician's Request for Special Dietary Accommodations form (special diet form) every 3 years to campus nurse.



ACCOMMODATING STUDENTS WITH SPECIAL DIETARY NEEDS

School Nurses:

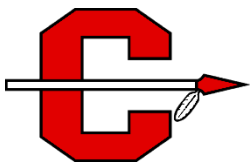
- Provide special diet form to parent/guardian
- Interoffice copy of completed form to Child Nutrition Services or scan and email special diet form to Nutrition Services at eerickson@clevelandisd.org
- Serve as liaison between Child Nutrition Services and parent, gathering needed information, physician documentation, and parent approval of special diet menus.
- Notify the appropriate program coordinator when a student is served or may need to be served as a student with a disability

Nutrition Services:

- Input alert on student meal account per special diet form
- Provide meals that, to the best of our knowledge, meet the physician-ordered dietary restrictions.
- Provide modified meals for students with disabilities as inclusive as possible
- Work with parent and school nurse to adjust the diet as updated physician's orders are received.

Note: Nutrition Services:

- *Cannot interpret, revise, or change a diet order for students with disabilities.*
- *Cannot provide dietary accommodations for students without a valid medical condition.*
- *Cannot provide dietary accommodations without proper physician's documentation.*
- *Cannot provide fruit juice as a milk substitute for non-disability students.*
- *Allergen information is subject to change based on changes from manufacturers. Cleveland ISD is not always notified of these changes.*
- *Product reformulation may occur at any time and may not be known by the Child Nutrition Department. In addition, substitute products may be delivered due to product availability.*
- *Child Nutrition does not monitor any a la carte purchases for allergens for any student.*
- *Please contact the health care provider on your child's campus regarding any known food allergy or as soon as possible after any diagnosis of a food allergy.*
- *If a child has a common allergy to one fruit or vegetable, the school food service will simply substitute another fruit or vegetable. CND will make note of the actions taken in acknowledging children's accommodations.*
- *Notes will also be made in the student meal account for all food modifications.*
- *The District has developed and annually reviews a food allergy management plan, which addresses employee training, dealing with common food allergens, and specific strategies for dealing with students diagnosed with severe food allergies/disabilities.*



ACCOMMODATING STUDENTS WITH SPECIAL DIETARY NEEDS

Frequently Asked Questions

How do I get an alert put on my student's meal account?

The cafeteria only monitors alerts for diagnosed life-threatening food allergies and medical disabilities. Students that meet this criteria will need to have a Physician's Request for Special Dietary Accommodations form filled out and signed by a licensed medical practitioner. This form can be turned into the school nurse and the nurse will send to Child Nutrition Services. When Child Nutrition Services receives the Physician's Request for Special Dietary Accommodations form, it can take up to 6 weeks to enter the alert into the system. Please send a lunch to school with your student until the alert has been put in. Unsigned forms will not be accepted. Child Nutrition does not accept Food Allergy Action Plans or Student Health Questionnaires as documentation. These forms are for the school nurse. Forms that are missing information may take longer to process.

How long does it take to get an alert put on my student's account once the Child Nutrition Department has received the completed Physician's Request for Special Dietary Accommodations?

When Child Nutrition Services receives the Physician's Request for Special Dietary Accommodations form, it can take up to 6 weeks to enter the alert into the system and procure menu items, especially at the beginning of the school year. Please send a lunch to school with your student until the alert has been put in. Forms that are missing information may take longer to process. Unsigned forms will not be accepted.

Can I just drop off a note at my student's school cafeteria from myself or the doctor to get an alert put on my student's meal account?

At this time we do not accept doctor's notes, prescriptions, or parent notes requesting an alert be put on a student's meal account regarding food modifications. All alerts require a signed Physician's Request for Special Dietary Accommodations form that must be received by the Child Nutrition Department. Cafeteria managers are unable to process any requests or documents.

My student cannot drink fluid milk. Will they get juice or water as a substitute? Is it included in the meal price?

Cleveland ISD's substitute for fluid milk is lactose free milk. If a student is receiving the milk substitute, it would be included in the price of their meal. For students allergic to soy, lactose-free milk is substituted, which is included in the meal price. Students are welcome to purchase water or juice a la carte, but it will not be included in their meal price. Students are not required to purchase milk or soy milk to get the meal price. They must only take 3 of the 5 components (meat, grain, vegetable, fruit, and milk). Example: If a student picks up a chicken patty sandwich and baby carrots, that would be a meal.

Can I get an alert put on my student's account if they are a vegetarian or cannot eat certain foods due to religious beliefs?

Alerts are for life-threatening allergies or medical disabilities only. To address students with other dietary preferences, we do provide a variety of menu options daily for students to choose from. Parents and students are encouraged to review these items together to help the student make the appropriate choices.

My student is a diabetic. Does the cafeteria monitor what my student is eating?

Diabetic students are monitored by the school nurse. At this time the cafeteria does not monitor diabetic students. Diabetic students are not required to have a Physician's Request for Special Dietary Accommodations form on file.