

**Letter to Parent Guardian
Explaining Requirements to Omit Fluid Cow's Milk**

August 2023

Dear Parent/Guardian:

You have indicated that your student has a special dietary need due to a medical, religious, ethical, cultural or ethnic reason that requires the omission of fluid cow's milk. Federal regulations require the school to receive written instructions from the parent/guardian or an appropriate medical authority before the school can omit fluid cow's milk from your student's meals. The parent/guardian or a recognized medical authority must complete the following form to document your student's current special dietary needs: [Request to Omit Fluid Cow's Milk](#).

The only milk substitutions allowed are:

- lactose-free milk or
- a nondairy beverage that is nutritionally equivalent to fluid milk and provides specific levels of nutrients as determined by the U.S. Department of Agriculture (USDA).

Please note that if the student has a disability that affects his/her diet, a licensed physician must complete form 19-F, Medical Statement for Students Requiring Special Meals Due to a Disability. The appropriate medical statement should be dated no earlier than July 1, 2023. To ensure your student's special dietary needs are met on the first day of school, return the completed medical statement by July 28, 2023 to Richland School District Two Food and Nutrition Services at 124 Risdon Way, Columbia, SC 29223.

If you have questions or need assistance, please call Michelle Jones at 803-462-3904.

Sincerely,

Michelle R. Jones, MS, RD, LD

Registered Dietitian
School Food and Nutrition Services
Richland School District Two

Non-discrimination Statement: This explains what to do if you believe you have been treated unfairly. "The U.S. Department of Agriculture (USDA) prohibits Discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or if all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or



in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (in Spanish).

October 2014 South Carolina School Food Service Program Reference Manual Form 21-A

This institution is an equal opportunity provider.