

Food Services Department

562 Captain Neville Drive, Waterbury, CT 06705
(203)-574-8036

Process for Food Allergy & Meal Modification Requests

- To request a meal modification, the student's Licensed Medical Provider must complete the Waterbury School District Medical Statement for Meal Modifications. Licensed Medical Providers include a physician (MD), physician assistant (PA or PAC), doctor of osteopathy (DO), advanced practice registered nurse (APRN), or registered dietitian (RD or RDN)
- The medical statement must include information about the child's physical or mental impairment in sufficient detail to allow the school food authority (SFA) to understand how the physical or mental impairment restricts the child's diet. The completed medical statement must also include detailed steps or an explanation of what must be done to accommodate and, if appropriate, the foods to be omitted and recommended alternatives
 - If the child's medical statement does not provide sufficient information, a Registered Dietitian will work with the child's medical provider(s) and/or parent/guardian to obtain additional information or clarification, and if necessary, to obtain a revised medical statement
- Completed forms will be submitted to the School Nurse, and copies will be distributed to the School Cafeteria Manager, Physical Therapist (PT), Principal, Occupational Therapist (OT), Speech Language Pathologist (SLP), Special Ed Supervisor / 504 Coordinator, and Food Services Central Office
- After receiving the completed form, the Food Service Staff will develop an appropriate meal modification plan for the student
 - WPS will make reasonable meal modifications on a case-by-case basis for children whose physical or mental impairment restricts their diet, based on the completed form by the child's Licensed Medical Provider. Meal modifications are accommodated for food allergies, texture-modified foods, and thickened fluids only
 - WPS may choose to make optional meal modifications on a case-by-case basis for children whose dietary needs do not constitute a disability, for example, religious or moral convictions, general health concerns, or personal food preferences. These requests are not to be made via the Medical Statement for Meal Modifications
- The student's meal modification information is also added to our Food Services database, accessible only to WPS Food Service staff. This identifies the student, their school, and meal modifications needed for food allergy/allergies and modified solid and liquid consistencies
- WPS Central Kitchen prepares and individually packages texture-modified meals and allergen-free meals free from the top nine major allergens (Milk, Eggs, Fish, Shellfish, Tree Nuts, Peanuts, Wheat, Soy, and Sesame). WPS Food Service does not serve or sell any items that contain pork or nuts to any student
- If you have questions regarding your student's meal modification, please contact the WPS Food Service Central Office at (203)-346-2376
- WPS Food Services Department aims to provide nutritious and safely prepared meals to all students!

This Institution is an Equal Opportunity Provider