



Letter to Parent/Guardian Requesting Update of Special Diet Instructions 2026-2027

Dear Parent/Guardian:

You have indicated that your student has a special dietary need that requires a modification of the school menu. Federal regulations require the school to receive written instructions from an appropriate medical authority before the school can modify your student's meals. A recognized medical authority should complete one of the following forms to document your student's current special dietary needs. Annual updates to special diet instructions are recommended.

- Medical Statement for Student Requiring Special Meals Due to Disability: If the student has a disability that affects the diet, a licensed physician must complete this form.
- Medical Statement for Student Requiring Special Meals Due to Food Allergy or Intolerance: If the student has a food allergy or intolerance, a physician or other recognized medical authority must complete this form.

The medical authority must list on the form all foods that are to be eliminated from the diet and foods that may be substituted. The appropriate medical statement should be dated no earlier than July 1 of the current school year. To ensure your student's special dietary needs are met on the first day of school, return the completed medical statement to your school's nurse.

IMPORTANT: Please sign the appropriate medical statement. If the school staff needs additional information to clarify how to carry out the diet prescription, your signature is required for the physician or medical authority to share information with the school.

If you have questions or need assistance, please contact Colleen Boulware:

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Food Services
The Nutrition Group
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