

NUTRITION SERVICES

Dear Parent,

If your child will require a special diet or will need the school meal to be modified due to a medical condition, please complete the Medical Statement for Students Requiring Special Meals (see second page). This form is required before we can provide your student with anything other than the standard school meal.

Required information includes:

- A description of the child's physical or mental impairment that restricts the diet.
- List of food allergies.
- The food or foods to be omitted from the child's diet and the foods which need to be substituted.

Please ensure that detailed diet information is provided on the medical statement. This information is necessary to ensure your student is provided with the foods which are appropriate to their specific dietary needs. For example, if your student cannot have milk, we need to know if they cannot have milk to drink, if they need to avoid lactose-containing foods, or if they must avoid all foods containing dairy products.

To ensure our kitchen staff are adequately informed and prepared to accommodate your student's special diet, please allow 5 days to implement the diet plan. Advanced notice regarding your student's dietary needs is appreciated.

Please complete the Medical Statement for Students Requiring Special Meals form and turn it into your school's health office or fax it to Nutrition Services at (531) 299-0416. Feel free to contact Taylor McIntyre at (531) 299-3741 (taylor.mcintyre@ops.org), or Donelle Thomas at (531) 299-9959 (donelle.thomas@ops.org) for more information on how we can better meet your student's special diet needs.

Nutrition Services can **NOT** accept a note from a physician on a prescription pad or office letterhead as it does not contain the required information or signatures.

If your child's diet changes for any reason, please make sure that the Medical Statement for Student's Requiring Special Meals is either retracted or removed from the health office. It is the policy of Omaha Public Schools, Nutrition Services to follow any medical documentation that is on file. Nutrition Services understands that a student's diet may change. However, unless new documentation is received, the original Medical Statement for Students Requiring Special Meals will be followed.

Please visit the Omaha Public Schools website at www.ops.org, click on "Students and Families" then "Nutrition Services" for more information regarding school meals.

Thank You.

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- (1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;
- (2) Fax: (202) 690-7442; or
- (3) Email: program.intake@usda.gov.

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