

Managing Special Diets - Parent Information

A school lunch is an important part of a child's day, providing an opportunity for them to socialise with their friends, try new foods, and re-fuel ready to continue their learning in the afternoon. However, for families of children with special dietary needs, we appreciate that eating a school lunch may cause nervousness. We have a Policy and procedure in place to ensure that children with special dietary needs are kept safe at lunchtime but also get the opportunity to have a balanced lunch with their friends.

To ensure your child is catered for safely each day, we need to collect some essential information about your child's requirements. Please complete the form on the following page and return this to the school office. If the special dietary need is a medical need (e.g. allergy or intolerance), please also provide a note from a health professional (Doctor or Dietician) confirming your child's needs. This can be a letter from your health professional confirming the diagnosis, an excerpt from medical records that are freely available from your GP, or through the NHS app. **We will not be able to process this request without this information.** This will then be passed over to Apetito who will work with you to assess whether it is safe for us to cater for your child.

We will do our utmost to cater for all children, where it is deemed safe to do so, and individual menus will be put in place for each child registered with us as having a special dietary requirement. However, on occasion, we may feel it is not safe to cater for a child. This decision is not taken lightly and will always have the safety of the child as the highest priority. It usually occurs when a child has a very restricted diet or medical condition, coupled with the limitations of catering to large numbers in school. We are not legally obliged to cater for all pupils, but we will do our utmost.

Following this assessment, the school and Apetito will work with you to devise a menu suitable for the child that is in line with the menu available to the rest of the school, adapting recipes where possible. We will endeavour to provide you with a bespoke menu for your child within 10 working days of receiving the request. In the meantime, please provide a packed lunch or we can offer a jacket potato with a suitable filling.

Partnership Approach

To provide a meal for a pupil with an allergy that is balanced, safe, and something they like, it is important that schools, caterers, and parents work in partnership. It is the parents' responsibility to ensure that they provide the school and Apetito with accurate, detailed information about their child's dietary requirements and to provide updates, in writing, if these change at any point whilst we are catering for your child. Depending on the severity and complexity of the special diet the school may want to meet with you to discuss your child's needs.



Mrs. A. Winter
Head Teacher

Special Diet Request Form

Data Protection

Staynor Hall Community Primary Academy will only collect the personal information necessary to safely provide a special diet menu for a pupil and communicate with parents on this matter. Personal information will be kept secure and will only be shared with Apetito. Personal information will be destroyed once the school no longer caters for the pupil.

Parent/Guardian Contact Information	
Name	
Contact Telephone Number	
Email Address	
Pupil Information	
Name of Pupil	
Date of Birth	
Year/Class	
Details of Special Dietary Requirement	
Is this request for a Special Dietary Menu the result of (please tick) ☐ Medical Diagnosis ☐ Personal Preference (Cultural/Lifestyle) If Medical Diagnosis, please provide a medical note from a health professional	
If Medical (e.g. allergy/intolerance), what are the symptoms if ingested?	
Treatment/Care if ingested	

Signed:

Date:

.....

Nut Policy

For many years now, education sites have been cautious around the usage of nuts in the school kitchen. It is a standard rule that is adhered to by a large proportion of UK education establishments and over 75% of schools still adopt this practice with nuts not being used as an ingredient in the school kitchen.

Apetito chooses not to use nuts or nut products in our schools. The recipes provided to the school do not include nuts as part of the ingredient profile and it is the school's responsibility to ensure that this policy is adhered to. Although we do not use nuts as an ingredient, many factories are multi-purpose operations and there may be a small cross-contamination risk when it comes to some products that we purchase. These products carry a disclaimer that says 'may contain nuts or traces of nuts'. There will be very few products in a primary school that carry this disclaimer. If a child in a primary school has a nut allergy, the school will not provide any products that carry this disclaimer to that child.

Our kitchens are nut-free environments and we take every precaution to eliminate cross-contamination with all allergens. However, we cannot guarantee 100% allergen-free.

Diabetes - Carbohydrate Counting

As with special dietary requirements, the school and Apetito are committed to supporting children with diabetes to ensure they can enjoy a balanced school lunch with their friends. Apetito has nutritionally analysed all the recipes used in our primary school menus, so carbohydrate information is available for each dish on the menu. Contact the school office or Apetito and we will be happy to provide the information for you.

Apetito Contact Details

Canal Road
Trowbridge
BA14 8RJ

Email: info@apetito.co.uk

Telephone: 01225 753636