

## **Westbridge Academy**

### **Child Nutrition**

#### ***Procedures for Accommodating Children with Special Dietary Needs***

Providing for Students with Special Dietary Needs begins with the communication and identification of these students. All Nutrition Service site staff will be proactive in this regard by doing the following:

- a) Have the Medical Statement to Request Special Meals and/or Accommodations form available in the Main office.
- b) Follow up with parents of students with Special Dietary needs that have not turned in the proper paperwork. For example, the physician's statement must identify:
  - 1) The child's disability and explain why the disability restricts the child's diet.
  - 2) The major life activity affected by the disability.
  - 3) The food or foods to be omitted from the child's diet and the food or choice of foods that must be substituted.
- c) Keep a list of these students in the central kitchen area with the information of their dietary needs so all nutrition services staff can become familiar with this information.
- d) At the beginning of each school year, parents of these students will be contacted to confirm that the diet order on file still reflects the dietary needs of the child. Any changes to existing diet orders must be in writing whenever they occur.

#### **Student with Disabilities:**

- a) Nutrition site staff must make food substitutions or modifications for student with disabilities at no additional cost to the household. These substitutions or modifications must be based on a prescription written by a licensed physician.
- b) Under no circumstances, should the nutrition site staff revise or change a diet prescriptions or medical order created for these students. It is not the responsibility of the nutrition staff to determine what foods may be substituted in special diets. The staff, however, is required to read food labels to identify potential allergy-causing ingredients.
- c) Children with disabilities who require special supplements, substitutions or modifications to food texture are required to provide written documentation with accompanying instructions from a licensed physician for the Nutrition site staff to follow.
- d) Nutrition site staff is not required to provide meals to students with disabilities outside of the regular meal service unless this is specified in the student's IEP (Individualized Education Program).

#### Milk Substitutions:

Offering fluid milk substitutions for students with medical or other special dietary needs that do not rise to the level of a disability is at the discretion of Westbridge Academy.

Westbridge Academy's Nutrition Services will provide milk substitutes that meet all the nutrients in compliance with the United States and New Jersey Department of Agriculture.

\*Juice cannot be offered as a fluid milk substitute for students with a medical special dietary need that does not rise to the level of a disability.

\*Parents or guardians making a request for a milk substitution must complete the "Parental Request for a Fluid Milk Substitution for School Age Children". The forms must be kept on file at the central kitchen and the Nutrition Services Department.

\*The Food Service Director will identify an acceptable fluid milk substitute and notify parents/ guardians and staff. Any alternative must be provided by the parent/ guardian.