

Flowchart of Special Diet and Allergy Procedures

Each year, parents/guardians complete the Annual Health History and submit it to the school nurse/school.



The nurse reviews, updates, and maintains a list of known health concerns.



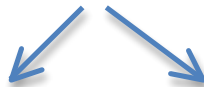
The nurse will supply a list of diet concerns to the Kitchen Lead at their school and to the FNS Office.



The FNS Office will manually update the diet related flags on each student lunch account in Skyward.



The nurse will review the Special Dietary Accommodation Determination Sheet to see if a special menu needs to be created.



Dietary concerns **do not** require a special menu- family does not need to submit a Request for Special Dietary Accommodation Form. Dietary concerns can be managed by choices already available on the standard menu.

Dietary concerns **do** require a special menu- nurse will give family the Request for Special Dietary Accommodation Form to be filled out and signed by an RMA.



When family returns signed and completed form, the nurse will send it to the FNS Department.



If the dietary concerns are complicated, the nurse should include the Director of FNS in the 504 planning meeting to create a streamlined plan of care.

For questions or concerns, contact the school nurse and/or the FNS Dept.
206-393-4209