Dear parents and carers,

I am writing to you regarding your child’s dietary requirements and the provision for catering for these at school.

In line with national policy, Harrisons, our catering providers, have requested that we review all of the dietary requirements for this year. In light of this, I ask that you provide all information about your child’s requirements on the slip below by Friday 29th September to best inform the catering team. Please note that Harrisons have taken the decision to only amend meals and menus to cater for those with allergies and food intolerances.

In order to minimise risk to children with allergies and food intolerances, Harrisons would like to meet with the parents/carers. Please note that only children with a diagnosis of allergies/food intolerances will be specifically catered. Evidence of this will be required e.g. a medical letter.

Children without a diagnosis of allergy or food intolerance will be removed from the school’s special dietary requirements list (not on the basis of religion). If your child is awaiting a diagnosis, please meet with a member of the Inclusion team to discuss next steps.

Child’s Name: ______________________________________ Class: ______________________

Dietary Requirements: __________________________________________________________

Reason/Diagnosis: (please attach evidence) __________________________________________

☐ I have arranged a meeting to meet with a member of the catering team

☐ My child does not have a diagnosis and acknowledge that my child will be removed from ‘The Special Dietary Requirements’ list.

Parent/Carer signature: __________________________ Date: ____________________

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