

Special Dietary Needs Flowchart: To Accommodate or Not To Accommodate

Do you have a signed medical statement from a licensed medical practitioner?

If yes,

Does it contain all the following?

- Description of how the child's physical or mental impairment affects their diet
- Explanation of what must be done to accommodate
- Signature from licensed medical practitioner

Yes

Must accommodate the request

Meal does not have to meet meal pattern requirements

Cannot charge extra

No

Contact parent/guardian or school nurse to get completed statement

Accommodate request to the best of your ability while waiting for complete statement

If no,

Do you have a note from a parent/guardian or other medical professional?

Yes

You are not required to accommodate but can if you wish. Your SFA should have a policy in place that addresses whether these requests are accommodated.

Will you accommodate this request?

Yes

The student's meal must meet meal pattern requirements

You may accommodate using OVS

No

No

Notify the parents/guardians that the request cannot be accommodated. Provide information on documentation needed to accommodate.