

Fort Worth ISD Child Nutrition Services
Procedure for Requesting Special Dietary Modifications for Students

Dear Parent,

There are several steps to take when requesting special dietary modifications for your child. The first step is to complete the Dietary Request Form and have it signed by a medical authority. The form must be filled out annually with a medical authority and returned to the Cafeteria Manager.

1. The Dietary Request Form must be filled out annually with a medical authority and returned to the Cafeteria Manager.
2. The nurse then submits the form to the Dietitian(s) and Cafeteria Manager.
3. If the food allergy and/or disability is life threatening, an individualized care plan meeting will be scheduled with the school counselor, nurse, dietitian, teacher, and parent to develop a care plan for your child. Following the care plan meeting, an individualized menu will be created and you will be notified when the special diet is to start.

Child Nutrition Services and Health Services have collaborated to standardize this procedure and form for ordering special dietary modifications for students. This procedure was developed to ensure that students

