

# ALIEF MONTESSORI COMMUNITY SCHOOL

12013 6<sup>th</sup> St, Houston TX, 77072

## REQUEST FOR MEAL ACCOMMODATIONS

The Texas Department of Agriculture requires that the school nutrition program (SNP) must provide reasonable accommodations for the reimbursable meals at no additional charge and after school snacks when **(1) a student's disability restricts his/her diet and (2) the disability is supported by a medical statement signed by a medical authority who is licensed by the State of Texas to write medical prescriptions** or meal accommodation requirement in a student's individualized education program (IEP) as authorized by the Individuals with Disabilities Education Act (IDEA) or the Rehabilitation Act of 1973, Section 504 (Section 504).

In cases where a meal accommodation is requested by a parent or guardian and when the student does not have a medical disability or an IEP requirement, the SNP may provide the accommodation as long as the accommodation does not prevent the student from being served a reimbursable meal, snack, or an a la carte choice. The SNP is not required to provide meal accommodations when requested by a parent or guardian when the parent or guardian does not have a medical statement or an IEP required meal accommodation. However, the SNP is encouraged to work with families to make reasonable accommodations for students with special dietary needs.

### Accommodations for a Medical Disability

In most cases, students with medical disabilities can be accommodated with little extra expense or effort. Medical accommodations may require, but are not limited to, a modification to the meal pattern, food texture, or method of meal service.

If the school has a method to accommodate a medical disability without making a change to the meal pattern, the school is not required to have a medical statement on file. However, the school may require that parents or guardians provide a **medical statement** when a student has a medical condition that requires a meal accommodation.

In all cases, a request to make an accommodation for a **medical disability** must be in writing—i.e., a medical statement from a medical authority licensed to write prescriptions by the State with a request from parent or guardian for the CE to ensure that there is a medical accommodation made available within an existing cycle menu or requirement described in an IEP.

### Medical Statement

For a medical statement to be valid, it must be written by a medical authority licensed to write prescriptions by the State or it must be recorded in student's IEP. A medical statement must include the following information in order for the CE to make a meal accommodation:

1. Explanation of the student's disability which includes a description that is sufficient to allow the CE to understand how this condition restricts the student's diet and what major life activity is affected by the disability.
2. Description of the accommodation to be made: food items or ingredients to be omitted, special dietary supplements, food items or ingredients to be substituted and other accommodation information as appropriate.

#### Duration of Medical Statement

The school may contact the household to ask if the student's medical condition has changed. If the medical condition no longer requires a meal accommodation, the CE may ask the parent or guardian to sign a statement indicating that the student no longer needs a meal accommodation before ending the accommodation.

#### Incomplete or Unclear Medical Statement

The medical statement must include all required information in order for the CE to make a meal accommodation. The CE cannot implement the accommodation affectively if the CE is not given sufficient information to make an appropriate accommodation. **Incomplete forms or forms missing information will take longer to process.** Until the form has been processed, students will receive a regular lunch tray or they can bring a lunch from home.

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#### Policy on Accommodating Students with Medical Disabilities and Special Dietary Needs

1. For students with food allergies, disabilities or who are medically certified as having a special medical or dietary need, parent/s may fill out a request for meal accomodation.
2. Parent/s will be notified of AMCS decision on request within three business days from the date of receipt of the request.
3. The office will attach a completed meal accommodation tracking form.
4. Copy of the accommodation tracking form will be given to the kitchen manager to prepare meal accommodation as specified.
5. These food modifications/substitutions are prepared and served without additional charge for students with special dietary needs.
6. Under no circumstances is the school food service staff to revise or change a direct prescription or medical order.