

MEDICAL DIET REQUEST FORM



Please complete all parts of this request form in full or your application will not be processed.

If you require assistance with understanding or completing this form, please contact the school for assistance.

If your child has a dietary requirement but does not require an adapted medical diet menu supported by Lodestone House, then there is no need to complete this request form. Lodestone House allergen reports, declaring the presence of the 14 mandatory Food Information Regulations allergens, and nutrient counts (including carbohydrates, protein, and fat) are available for all Lodestone House recipes on current menus. Please ask the kitchen team or request them from your local Lodestone House contact.

Part A: Student Information (to be completed by the Parent/Guardian)

Students' First Name

Students' Surname

Students' Date of Birth

Students' School Year Group

Parent/Guardian Name

Parent/Guardian Phone Number

Parent/Guardian's Email

School Name

School Address

School Postcode

Part B: Medical Diet Information (to be completed by the Parent/Guardian)

I can confirm (please tick which applies):

- ☐ This student has a medically diagnosed allergy or intolerance (which may include Epi-Pen)
☐ This student excludes foods due to religious requirements.

Allergy Requirements (please tick all that apply):

14 Main Allergens

- | | | | |
|--|-----------------------------------|----------------------------------|------------------------------------|
| ☐ Celery | ☐ Fish | ☐ Mustard | ☐ Soya |
| ☐ Cereals containing Gluten | ☐ Lupin | ☐ Nuts | ☐ Sulphites |
| ☐ Crustaceans | ☐ Milk | ☐ Peanuts | |
| ☐ Eggs | ☐ Molluscs | ☐ Sesame | |

Other Allergens

- | | | | |
|------------------------------------|-----------------------------------|---------------------------------------|-------------------------------------|
| ☐ Bananas | ☐ Coconuts | ☐ Oranges | ☐ Tomatoes |
| ☐ Beans | ☐ Kiwis | ☐ Peas | ☐ Pineapples |
| ☐ Chickpeas | ☐ Lentils | ☐ Strawberries | |

Other Allergy or Other Food Requirements (please print below):

Student also requires their medical diet to be (please tick all that apply)

- ☐ Vegetarian ☐ Vegan ☐ Pork Free ☐ Beef Free

Student requires (Epi-Pen) for their medical diet (please tick if this applies) ☐

Part C: Supporting Documentation (to be provided by the Parent/Guardian)

If you have ticked above that this student has a 'medically diagnosed allergy or intolerance', the request must be supported by professional medical evidence, in order to be processed. Please refer to section 2.0 of the Lodestone House Medical Diet Policy.

The following conditions apply to the medical evidence:

- i. A professional medical source includes a medical doctor, registered dietitian, nurse, or other qualified NHS medical professional.
- ii. School-composed care plans or Medical Centre Evidence Support forms completed by the client's medical centre will be accepted where all information has been validated by the client's medical team as accurate. School care plans will not be accepted from teachers.
- iii. Commercial laboratory reactivity results and homeopathic diagnoses will not be accepted.
- iv. Medical evidence will be used as the most accurate information.

1. I confirm that I am attaching medical evidence confirming the medical diet requested in part B (please tick one or more as appropriate)

- ☐ Doctor/Dietitian letter or note.
- ☐ Other medical professional letter or note
- ☐ Allergy Action Plan
- ☐ Lodestone House Medical Centre Evidence Support Form
- ☐ N/A

2. Please attach a recent colour passport style photo of the student for identification purposes.

Please attach photo here

*If completing form digitally
please click link below to
attach a photo*

Please note: A digital photo attached to email will be input here.

Attach

Part D: Terms and Conditions

Lodestone House will only provide medical diet menus to students with medically diagnosed food allergies or intolerances by advance request only. Requests must be submitted by completing this form 30 days before the start of the school year or new term with supporting medical evidence unless of exceptional circumstances such as diagnosis part through the year or admissions after the academic year / new term. All medical diet requests will be considered by Lodestone House on a case-by-case basis as part of the medical diet risk assessment process. Lodestone House reserve the right to decline a medical diet request if a risk assessment considers the medical risk too high, or the request process is not completed in full. In these circumstances, Lodestone House may refuse to provide any diet to the student. If Lodestone House becomes aware of any other medical diet requirement which has not been notified through a request form with supporting evidence, service may be refused.

By completing this form, parents/guardians are consenting that based on the information provided alongside supporting medical evidence a medical diet menu will be provided to their child by Lodestone House. The Allergy Aware menu will be provided in English to students with allergies to any of the 14 mandatory FIR allergens or combinations thereof. Bespoke medical diet menus will be provided to students with allergens not part of the 14 mandatory listed allergens. Lodestone House will ensure that at least one suitable hot main dish is available per service and will be served from either a dedicated service point specifically for medical diet students and/or a pre-plated meal that has been wrapped and labelled ahead of service. All students following a medical diet menu will be identified at service points using the agreed identification system deemed suitable by the school and Lodestone House. The medical diet menu will continue until Lodestone House are notified in writing it is no longer required.

Lodestone House will process the personal data you have supplied, in accordance with the data protection laws that apply to the UK. We do so to protect the vital interest of your child. We will only share this personal data with those people or organisations that may require it to keep your child safe and healthy. We will keep this personal data for no longer than is necessary, and at most for 3 years after they leave the school named on this form. Under UK data protection legislation, you have certain rights in relation to your personal data. These are more clearly stated on the full Privacy Notice on our corporate website. This statement is only intended as a summary Privacy Notice. Please use the link to see our full Privacy Notice: <https://www.compass-group.co.uk/about/privacy-policy>. For further information on our Lodestone House Medical Diet Policy please visit: <http://chartwells.co.uk/independent/>

I consent to Compass processing this personal data for the purpose of providing a medical diet and I confirm that I have read and understood the above

Parent/Guardian Name

Signature

Date

Please return this completed form with supporting medical evidence to your school for it to be returned to Lodestone House. For any medical diet queries, or to obtain a hard copy of the full medical diet policy, please contact: chartwells.medicaldiets@compass-group.co.uk