*Parents/guardians must complete this form to inform us of any specific dietary needs*.

A meeting is offered to parents/guardians who wish to discuss their child’s dietary needs in relation to school lunches. If “No” to a meeting is selected below, the standard menu will apply & it will be the responsibility of the parent/guardian or pupil to select the appropriate school meal daily.

**Please note:** Incomplete forms will be returned, which may delay processing.

For further information on how we use your data, please visit [*www.fife.gov.uk/privacy/education*](https://www.fife.gov.uk/privacy/education).

**1. PUPIL DETAILS**

* Pupil’s Name:
* Class: School:

Please specify below:

**2. DIETARY REQUIREMENT DETAILS**

**Medical Requirements** (e.g., allergies, intolerances, Additional Support Needs, etc.):

EVIDENCE FROM MEDICAL PROFESSIONAL **MUST** BE ATTACHED to allow us to confirm your child's medical requirement and provide support for an adapted menu.

Please specify below:

**Religious/Cultural Requirements** (e.g., Kosher, Halal, Vegan):

**Meeting with Catering Management Requested?** Please select one of the following:

|  |  |
| --- | --- |
| **YES** | I request a meeting with Catering Management to discuss possible changes to the advertised school meal menu. |
| **NO** | I do not require a meeting. I understand that **no changes** will be made to the menu, and I, or my child, will be responsible for selecting appropriate meals. |

I confirm that the information provided is accurate, and I understand that it is my responsibility to notify the school of any changes to my child’s dietary needs.

**3. PARENT/GUARDIAN DETAILS**

* Name: Signature:
* Phone: Email: Date:

Return completed form to [Dietaryrequest@fife.gov.uk](mailto:Dietaryrequest@fife.gov.uk) or the school office. For full nutritional and allergen details, please visit [www.fife.gov.uk/schoolmeals](http://www.fife.gov.uk/schoolmeals), where you can browse our **Online Interactive Menu** and more.