Special Diet / Allergy Form

Caterlink are committed to provide meals for children needing specials diets for medical and cultural requirements, where possible. We work closely with our suppliers and aim to be as accurate as possible but it must be noted that we can only be guided by the information the suppliers provide, similar to the process of a parent catering for a special diet.

It is essential that all parties concerned work together when providing a safe special diet and that this is reviewed with every menu change. Therefore please ensure this form is fully completed. If parents and Headteacher are happy, we will also display a 'Food Allergy Record Sheet' and photo of child on kitchen wall near servery.

It is vital that all forms are accompanied with a referral letter from a medical professional (G.P/ consultant /dietician), It is important the unit manager and kitchen team or servery supervisor have met the child requiring the special diet to ensure they give the right meal to the right child. This form should be handed into the school and discussed with them in the first instance.

PUPILS DETAILS		
Child's Name		MALE / FEMALE
Class		
Date form issued to the school and to who		
Diet required or Allergy information *please tick*	☐ Peanut ☐ Milk ☐ Crustacean ☐ Soybean ☐ Fish ☐ Celery ☐ Nuts ☐ Sesame Seeds ☐ Mustard ☐ Lupin ☐ Eggs ☐ Molluscs ☐ Gluten ☐ Sulphites ☐ Other* *Other – please state	
SCHOOL DETAILS		
Name of School		
School Address (in full)		
Is the Headteacher involved/ aware?		
Caterlink Area Managers name		
Unit Manager		
Production kitchen address (if different to school)		
Mid Day Supervisor or School contact regarding special diets / allergies		
PARENT/GUARDIAN DETAILS		
Main Contact Name & relation to child		
Main Contact - Phone Number(s) / E-mail address		
Second Contact Name & relation to child		
Second Contact Phone number		
OTHER INFORMATION		
Has a photo ID form been completed and issued to the kitchen?		
Has the unit manager been informed?		
If Epipen / Medicine is needed who is to be contacted and is it kept on site		