

August 4, 2017

Godfrey-Lee Public Schools
1335 Lee St SW
Wyoming, MI 49509



Dear Parent,

It is our understanding that your child may be allergic to certain foods. The Godfrey-Lee Public Schools Dining Services Department wants to help ensure the safety of your child during school meal periods.

Enclosed, is a Board of Education Policy regarding student food allergies. This policy explains that any student with diagnosed food allergies shall have a signed statement from the child's doctor or physician on file at the school. Having this form on file will ensure that your student continues to receive food substitutions. We have included a Medical Statement Form for you and your child's doctor or medical authority to complete. Below are some instructions on how to complete this important form:

There are two types of accommodations to choose from: one is a disability (life threatening allergy). If you have signed the "Action Plan," from your child's allergy doctor, that is sufficient. However, if your child has a non-life threatening allergy, but DOES have an IEP Plan, or has another disability such as Autism, the "with a disability" accommodation also needs to be filled out. If your child has milk intolerance, or breaks out in hives after consuming strawberries, and has no other disabilities, the doctor needs to fill out the Medical Condition Accommodations. Your child's physician or medical authority will know which accommodation is appropriate, and we ask that they fill out the form completely.

After the form is completed by a guardian and your child's physician, please return it to the Godfrey-Lee Public Schools Food Service Department. If preferred, the completed forms may be faxed to 616-452-2360, or emailed to dmcclure@godfrey-lee.org.

Safety is our priority, and it is important for us have the proper documentation on file in order to provide your child with nutritious and safe school meals. **Failure to submit the completed form will result in no special accommodations made for your student's meals. Please submit the completed enclosed forms by Friday, September 29th.**

If you have any questions, please contact me at (616) 452-3296 (ext 4332), or dmcclure@godfrey-lee.org.

Thank you,

Daniela McClure
Director of Dining Services
Chartwells School Dining

