

Instructions for Severe Allergy/Disability Request

1. Students with disabilities as defined under Section 504 of the Rehabilitation Act of 1973, the American Disabilities Act of 1990 (ADA), the Education of the Handicapped Act (IDEA) and students with a physician's assessment of food allergies that may result in a severe, life-threatening (anaphylactic) reaction will be accommodated regarding special diets as specified by a licensed physician.
2. Students with disabilities and/or life threatening food allergies requiring meal modifications must provide a statement that explains the need. It must be signed by a recognized medical authority (physician, physician assistant or advanced practice nurse). Under no circumstances are Food and Nutrition Services staff allowed to revise or change a diet prescription or medical order. The physician's statement must identify:
 - a. the child's disability
 - b. an explanation of why the disability restricts the child's diet
 - c. the major life activity affected by the disability
 - d. the food or foods to be omitted from the child's diet and the food or choice of foods that may be substituted
3. Parent/legal guardian is responsible for providing the required documentation for such requests. After completing the disability/severe food allergy request form, please return to:

Ponder ISD
Food Services Coordinator
400 W Bailey St.
Ponder, TX 76259
940.479.8200
940.479.8209 Fax
4. Parent/legal guardian will be contacted by the Food Services Coordinator upon approval/denial of a disability/severe food allergy request. Parent/legal guardian is responsible for providing meals for their child until the request is approved.
5. The cafeteria manager will be notified upon processing a special dietary needs request.
6. To better serve our students, the parent/legal guardian is responsible for completing a new form whenever changes occur (including switching to a different school, return to the district, medical or health changes, etc.)
7. The Food Services Coordinator will provide nutritional information to any person upon written request.

******It is the responsibility of the parent to review the menu and communicate to their child regarding what food choices they can and cannot have daily.
A copy of the menu is available online at [Ponder ISD****](#)**

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