



Pembrokeshire County Council - School Meals Service

Primary Schools Special Diet Request Form for Medically Prescribed Diets

Please complete this form if your child requires a medically prescribed diet.

A medically prescribed diet is one which has been prescribed by a Medical Practitioner or Dietician.

To protect the health of your child please continue to supply a packed lunch until a menu is in place and a start date has been confirmed by the special diet team. Please allow up to three weeks for the menu to be arranged.

SECTION A – TO BE COMPLETED BY PARENT/GUARDIAN

Pupil details

Full name: _____ Date of Birth: _____

School: _____

Details of allergy/intolerance/medical condition: e.g. food allergy, intolerance, coeliac, diabetes

Please indicate the menu required*:

☐ Please tick if pupil requires Diabetic menu (Carbohydrate Counting)

☐ Please tick if pupil is prescribed an Adrenaline Auto Injector (AAI) e.g. EpiPen

*Self-diagnosed allergy/intolerance and personal food preference choices cannot be accommodated

Parent/guardian details

Name: _____ Relationship to pupil: _____

Telephone Number: _____

Email Address: _____

Please confirm that you agree to our Special Diets Team discussing diagnosed allergy/medical condition with other health professionals as required, by signing below.

Signature: _____

A member of the Special Diets Team may contact you for further information.

SECTION B – TO BE COMPLETED BY MEDICAL PROFESSIONAL

We cannot process this form or provide a menu without the support of the child's health team. Please ask your child's medical practitioner or dietitian to sign below or supply a recent letter confirming the diagnosis and required diet.

I can confirm that this child needs to exclude the foods indicated in Section A.

Name of Dietitian/Medical practitioner: _____

Practice/Surgery/Hospital: _____

Any further details:

Medical professional signature: _____

Date: _____

GP/ Hospital stamp or HCPC number: _____

Please complete both sides of the form and post or email to;

Catering Services – Special Diets Team
Pembrokeshire County Council
Thornton Industrial Estate
Milford Haven
SA73 2RR

Special.diets@pembrokeshire.gov.uk

Using your personal information – This information is processed in accordance with the General Data Protection Regulation 2016, for the purpose of processing and administering matter relating to special diets in schools. Your personal data will only be processed to the extent that is necessary for the exercise of official authority vesting in the controller. For further information on how your information and your rights to access information we hold on you, please contact the Catering team.