

Dear Parent or Guardian

My name is **Zoe Williams** and I am the Operations Manager for abm catering ltd at your school. Within my remit, I oversee Food Safety, Food Standards, Allergens and Nutrition for the school. At abm catering ltd we are very conscious of varying dietary requirements and the needs of the young people we serve.

At the very core of abm catering ltd is the desire to provide a service of safe, fresh, nutritious food. We are a contract catering service that holds strong values to ensure that our young people have the opportunity to receive a healthy and filling meal at school every day.

We believe that it is very important that every child can receive a balanced and wholesome meal irrespective of their dietary requirements. For this reason, we have devised a procedure for Medical & Lifestyle Diets that ensures our staff have the knowledge and understanding of any specific dietary requirements and can provide an alternative menu where necessary.

This Medical & Lifestyle Diet Procedure must be followed for any young person with medical and/or lifestyle requirements. **If your child does not require a medical or lifestyle diet menu, please do not complete the below form.**

If your child **does** require a medical or lifestyle diet menu, please see below the link and QR code to our Medical & Lifestyle Diet request form. This form must be completed and returned to abm catering using the online portal, along with supporting medical evidence if required.

Once completed, the Menus and Diets team will create an appropriate menu. We will aim to return this menu to the school kitchen within 3 weeks. However, please keep in mind that this could increase during peak periods. As your child's safety is our utmost priority, they will only be served Plain Jacket Potato and Baked Beans (**unless they cannot have tomato, legumes, onion, or paprika**) and appropriate Fruit until their menu has been received by their school kitchen.

This form only needs to be completed **once**. The abm Menus and Diets team will automatically write a new menu for future menu cycles and theme days when required. New forms only need to be submitted if a child's medical or lifestyle needs change.

All information will be treated in confidence and in line with the General Data Protection Regulations.

I thank you in advance for your co-operation in this matter. If you have any concerns, queries or comments, do not hesitate to contact me via email at zwilliams@abmcatering.co.uk

Yours sincerely



Operations Manager



[Medical & Lifestyle Diet Request Form](#)

