

LEICESTERSHIRE TRADED SERVICES**MEAT, FISH & EGG FREE OR VEGAN MENU – SCHOOL MEALS REQUEST FORM****CHILD'S DETAILS**

Child's Name.....

Date of Birth..... Male Female

Address.....

.....

Post Code.....

To identify your child it would help if the kitchen had a photo of your child. Please tick the box if you are providing a photo of your child and that you give your consent for it to be displayed in the school/nursery kitchen along with their name and dietary requirements. Please note: other school related staff and contractors may have access to the school kitchen. You can withdraw this consent at any time by contacting your school catering team. (Please send photo to your school/nursery kitchen)

PARENT / GUARDIAN DETAILS

Contact Name.....

Contact Address.....
(If different from above)

Contact Phone Number.....

Signed.....

SCHOOL DETAILS

Name of School.....

School Address

School Year.....

DIETARY DETAILSI would like to request a Vegan School Menu for my child

or

I would like to request a Meat, Fish & Egg Free Menu for my child **Please return to:****Paula McKee or Jessica Mhesuria Dietitians, Leicestershire Traded Services, Room G13, County Hall, Glenfield, Leicester LE3 8RE****If you have any queries or concerns please telephone - 0116 305 7058.**

Leicestershire Traded Services
Room G13
County Hall,
Glenfield,
Leicester
LE3 8RE

Email: SMD@leics.gov.uk

Dear Parent/Guardian

Tel 0116 305 7058

Notes for completing the vegan/meat, fish & egg free meals request form

Please complete all sections on the form.

Once the form has been completed, please return to the address at the bottom of the form; and keep a copy for your records. Once we have received the form, you will receive a special menu for your child by post.

Please allow 15 school days for your menu to arrive
(Please note at certain times of the year this maybe longer due to increase volume of forms being sent in this tends to be September & October).

Once you have received your child's menu we ask that you contact us to confirm that you are happy with the menu and discuss a start date. Your child's school cook will also get a copy of the menu and once we have discussed the menu and start date we will inform your child's school cook.

Until you have confirmed the start date for your child's vegan/ meat, fish & egg free menu, your child should be having a packed lunch provided as the school kitchen will have to order in specific products for your child.

Thank you for taking the time to read this information and please do not hesitate to contact us if you have any further queries or concerns.

Yours sincerely,



Paula McKee
Senior Dietitian (School Meals)



Jessica Mhesuria
Senior Dietitian (School Meals)