# Sample Policy:

U.S. Department of Agriculture (USDA) regulations 7 CFR Part 15b require milk substitutions or modifications for children whose disabilities restrict their diets. School food authorities must provide modifications for children with disabilities on a case-by-case basis when requests are supported by a written statement from a state licensed medical practitioner.

The licensed medical practitioner’s statement must identify:

• An explanation of how the child’s physical or mental impairment restricts the child's diet;

• The food(s) to be avoided; and

• The food or choice of foods that must be substituted.

If a student’s IEP or 504 plan contains the same information that is required on a Medical Statement for Special Dietary Needs, then it is not necessary to obtain a separate Medical Statement for Special Dietary Needs.

\**Medical Statement for Special Dietary Needs Form is available at registration and upon request from the school office.*

When a request for a special dietary accommodation is not supported by an authorized Medical Statement for Special Dietary Needs or included in a student’s IEP or 504 plan, the school district cannot provide substitutions that are not in compliance with USDA Child Nutrition Program requirements.

**Fluid Milk Substitution** **[Choose One]**

1. The school district shall have no legal obligation to accommodate a student’s or a parent's/guardian’s preference for a fluid milk substitute if there is no Medical Statement for Special Dietary Needs on file.
2. The school district shall offer a federally approved milk substitute with a written and signed request from a parent or guardian that identifies the reason for the special dietary accommodation.

**USDA Nondiscrimination Statement**

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA’s TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant’s name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**  
   U.S. Department of Agriculture  
   Office of the Assistant Secretary for Civil Rights  
   1400 Independence Avenue, SW  
   Washington, D.C. 20250-9410; or
2. **fax:**  
   (833) 256-1665 or (202) 690-7442; or
3. **email:**  
   [Program.Intake@usda.gov](mailto:program.intake@usda.gov)

 This institution is an equal opportunity provider.