



Dear Parents/Guardians

We are writing to you today regarding your child's dietary needs. We are excited to inform you that Aspens will be the new catering provider starting from October half term. To ensure a smooth transition and that we are fully prepared to meet the needs of all children, it is crucial for us to gather accurate and up-to-date information regarding any medical allergies or specific medical diets.

Please complete the enclosed "**Alternative Menu Form (Allergy Notification and Medical Diet Request)**" if your child has any medical allergies or requires a specific medical diet. This form is essential for us to properly manage their needs and provide appropriate meals. Aspens is committed to providing support for children with medical dietary requirements and any allergy needs.

Please note that medical evidence is compulsory for all allergy and medical diet requests. This evidence, from a health professional, must be attached to the completed form when you return it.

The completed form should be returned to the school directly. The school will then forward it on to the Aspens Operations Manager. If you have any questions or require a menu consultation with the Aspens catering team, please indicate this on the form.

Thank you for your prompt attention to this important matter as we prepare to take over the catering services and understand the needs of the children in each school.

Aspens Catering Team