

MEDICAL DIETS – A CHANGE TO TAYLOR SHAW'S PROCESS

INFROMATION SHEET – January 2018

FAO: Schools within the School Catering Contract

The number of medical diets has increased significantly and there are now over 700 individual diets in place. Indeed, since September 2017 another 120 have been introduced. Taylor Shaw and the School Food Service have been in discussions about the level of risks involved, particularly with high meal numbers and an increase in satellite service points. A review of practices has taken place, as well as a review regarding the administration required to keep sensitive individual data current and accurate. The outcome of the review is to change some aspects of the provision of the medical diets. The key changes are explained below:

Streamlining the Process

Many medical diets are exclusion diets – ‘egg free’, ‘milk free’ etc. – and over time variations have been introduced that have made the service unnecessarily complex. Risks have therefore increased and need to be managed in a more robust way. In future, these types of diets will exclude all components of the foodstuff in question. An ‘egg free’ diet will exclude soft, hard and baked egg dishes. A ‘milk free’ diet will become a dairy free diet, excluding milk, cheese and lactose. By making this change, variations and frequent revisions will be reduced, and in turn will reduce the risks for Cook Supervisors, school staff and in particular the child who needs the medical diet. Taylor Shaw has made all necessary changes to existing diets and has liaised with parents. If there are any queries about this aspect of diets, please contact the dietetic team at Taylor Shaw via their email: nutrition@taylorshaw.com or by ringing the Taylor Shaw office on 0114 2610630.

Privacy and Consent – A New Medical Diet Request Form

A new Medical Diet Request Form will be available in the near future that will require a signature from the parent. It will also include a statement about the use of the information in line with Taylor Shaw's data handling policy. The need for a parent's signature, both on the request form and the agreed menu, is so that there is no doubt about the parent giving active consent for the period that the child requires the diet. The forthcoming General Data Protection Regulations that come into force in May 2018 will force the change for all organisations that hold and use sensitive, personal data. Therefore, Taylor Shaw are updating their policy and adapting the Medical Diet Request Form accordingly. As soon as they are available, copies will be put on SchoolPoint 365 or please contact the School Food Service on 0114 2734767 or schoolfood@sheffield.gov.uk.

For some time now we have been using Anycomms+ for secure transfer of children's data. We will continue to work with Taylor Shaw to improve the communication between all parties in a secure and efficient way.

MEDICAL DIETS – A CHANGE TO TAYLOR SHAW'S PROCESS

Some Things Will Not Change.....

- The School Food Service will still manage medical diets on your behalf as before
- Vegetarian, vegan, religious or other lifestyle choice diets are available as part of routine menu planning – they are not classed as medical diets.
- Clinical evidence is still required to support any medical diet, along with a photo of the child for use in the kitchen.
- Cook Supervisors are not allowed to adapt medical diets or menus once prescribed by Taylor Shaw's dietetic team. If there is a problem, they will need to contact their Area Manager.
- Taylor Shaw will continue to purchase specialist products from their approved supply chain for use in medical diet menus i.e. gluten free flour.
- Food from home is not allowed unless it is specifically for use as part of a medical diet i.e. items available on prescription.

I hope you find this information useful. Please get in touch if you have any queries about the medical diet process. You can contact Taylor Shaw direct on 0114 2610630 or the School Food Service on 0114 2734767.

With best wishes,



Leah Barratt

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21st January 2018

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