



AFTER SCHOOL SNACKS **REQUIRED PROCEDURES**

1. Students must receive both snack items as a unit.
Students may not decline either part of the snack.
Students are not required to take a snack.
Students are only allowed one snack.

Note: If a student does not want one part of the snack, it may be placed on a designated table and other students may take additional snacks from this table.

2. Snacks must be distributed at your assigned time.
3. The Attendance/Snack Roster must be completed while snacks are being distributed. Place a check mark (√) next to the name of each student receiving a snack. Leave a blank for students not receiving a snack.
4. A copy of the Snack Roster must be given to the cafeteria manager's by the next day along with any leftover snacks.

If these procedures are not followed snacks will cease the next day.



CHILD NUTRITION SERVICES DEPARTMENT

After School Snack Program Eligibility Questionnaire

In order for your program to be eligible to receive after school snacks it must be in compliance with federal guidelines. Please answer the following questions to determine eligibility.

Date: _____ Start/End date: _____

Campus: _____ Projected Participation: _____

Program: _____ Requested Snack time: _____

1. Is the program organized to provide children with regularly scheduled activities in a setting that is structured and supervised?

_____ Yes _____ No

2. Does the program have a means of determining that children are present on a given day? (ie: an attendance roster or a sign-sheet)

_____ Yes _____ No

3. Is the program designed with an educational or enrichment purpose?

_____ Yes _____ No

Must be able to answer yes to one of the following questions:

4. Is this an extracurricular activity open to all students?

_____ Yes _____ No

5. Is this a program designed for students with special needs or other limiting factors?

_____ Yes _____ No

Signature of Designated School Authority

Date

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