

SNACK RULES

Offering free snacks to students is a service the Food Service is pleased to provide, but the following rules MUST be followed if the Department is to avoid a major fiscal disallowance from the government. PLEASE COMPLY WITH THESE RULES and help to keep snacks alive in the Seven Hills Charter School.

1. **Snacks will only be provided for those programs that have submitted SIGN UP FORM.** A new form must be submitted at the start of each new program. If there are several sections within a particular program, a form should be submitted for each section.
2. **No Child may have more than one full snack. STUDENTS ARE NOT ALLOWED TO HAVE SECONDS.** Some kids may claim that they are still hungry after eating one complete snack, but no seconds should be given out. This is important to cut costs for the department, but it is also important for the health of our students. While it is true that growing children good appetites, it is also true that one of the major reasons for the child obesity epidemic is enormous portion sizes. Any child that takes the complete snack is getting enough. This includes highly athletic youth. All students must be restricted to the complete snack in effort to help shape positive eating behaviors. If there is ever a concern that a child is undernourished, please report your observations immediately to the school nurse.
3. **Only children that take a complete snack can be counted for reimbursement funds.** The government provides a reimbursement that covers a good percentage of snack cost. While this reimbursement is what makes the snack program possible, we absolutely ARE NOT ALLOWED to claim reimbursement for students who do not take a complete snack. Students that do not take a complete snack cannot be counted on your data sheet. Information about what constitutes a complete snack is listed below.
4. **Kids should never be forced to take a complete snack if they don't want one.** While kids should be encouraged to take a complete snack, forcing them to take items is wrong, and encourages children to wasteful, since more is often than not, the items end up in trash cans. IF STUDENTS DON'T WANT THE COMPLETE SNACK, THAT IS OKAY, BUT INCOMPLETE SNACKS CAN NOT BE COUNTED on your weekly tally (those costs are absorbed entirely by the food service department, with no government aid).
5. **Accurate records of the number of complete snacks served must be maintained and submitted on a monthly basis.** At each snack location, someone needs to record the total number of complete snacks served. It is the responsibility of the program leader to record this number on the appropriate form on all days for which snacks are served. Forms are provided by the Food Service Department.

WHAT IS A "COMPLETE SNACK"?

- For a Complete Snack, Students need to eat at least 2 items.

SNACK PROGRAM: SIGN UP FORM

Date: _____

Name of Program: _____

Name of Teacher: _____

Location of Program: _____ Phone#: _____

Student Grades Being Served : _____

Program Start Date and End Date _____

Start: _____

End: _____

Days Requested and Numbers Needed: Write the number of snacks on each day of your program in the appropriate boxes below

Day of Week	Number of Snacks Requested
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

Please write and comments or Special Requests below or on the back:

