

AFTER SCHOOL SNACK PROGRAM

Participant Q & A's

Revised July 2019

1. What is required to participate?

- After school program must provide an “*enrichment*” component.
- Interscholastic sports groups without an enrichment component are not allowed to participate.
- Only CCS enrolled students can participate.
- All snacks must be consumed at school during the after school program.

2. When to I need to apply for snacks for my after school program?

Complete an after school snack request form (2) weeks in advance of when your program begins. Obtain form from cafeteria manager.

3. What am I required to do to record snacks that are served?

Use ONLY the approved roster provided by School Nutrition Services to record snacks as they are served. Use a new roster each month.

4. Can I keep the attendance for my after school group on the snack roster?

No, you must use a separate roster for attendance. Check only the students who are receiving a complete snack on the snack roster.

5. When do I need to record the snacks that are served on the roster?

Record snacks as each student is served a complete snack.

6. When are snack rosters to be turned into the cafeteria?

Rosters must be turned into the cafeteria manager DAILY along with any remaining snacks.

7. Who can eat after school snacks?

Snacks are free for all students enrolled in an after school enrichment program. Students are only allowed one snack per day. Adults are not allowed to participate.

8. What is required for students to get a free snack?

- Students must receive a complete snack as listed on the menu.
- *A complete snack consists of two meal components. (Grain + Fruit Juice)*
- Snack must be consumed at school.
- ONE reimbursable snack per student daily is allowed.

9. How should I handle any leftover snacks from a group not eating in the cafeteria?

- For food safety reasons food cannot be returned to the cafeteria once removed.
- Please take only the number of snacks that will be consumed by your students.
- Should any snacks not be used they may be used the next day you meet.
- Reduce the number of snacks needed for the next day.

10. What do I need to do if our program schedule changes?

Inform your School Nutrition Manager. If your program will end early than noted on your after school snack request form notify the manager (1) week in advance.