

AFTER SCHOOL & PS SNACK PROGRAM GUIDELINES-2021

1. One snack packet of 2 items/components must be distributed to each student in order for the snack to be a reimbursable snack. **The student must take the entire packet or both items.** If the student chooses to not eat the snack they took, they may return it to a share table or share with another student. (must meet COVID safety regulations). They are not required to take any snack unless they want to.
2. Snacks are for Toppenish students ONLY.
3. Training required – if the staff is new to the afterschool or PS snack program.
4. An adult marks each student individually - person that was trained. Cross a line through the number as the student takes the whole reimbursable snack (2 items/components). Do not mark a line through a whole column or row nor count the children before they have received a snack.
5. All snacks not taken nor touched by other students, must be returned to the kitchen. Do not send back snacks from the share table.
6. Return the **Daily Count (Tally) Sheet** each day with the left over snacks. Daily Count (Tally) Sheets must be completed, signed and dated on the day the snacks are distributed. All sections must be completed including time of delivery.
7. Please be sure to display the **And Justice for All poster** each day, in front of the students as they take their snack. Keep it stored in the snack box for the next day. This is required by OSPI/USDA and are State regulations. Please return binders daily with your returned snacks. Please share guidelines from binder to any subs replacing you and in your absences.
8. Two reviews by the FS Director, head cook or designee will be conducted annually as required by the State.

If you have any questions or concerns, please call the Food Service Director @ (509)865-8093. THANK YOU !!