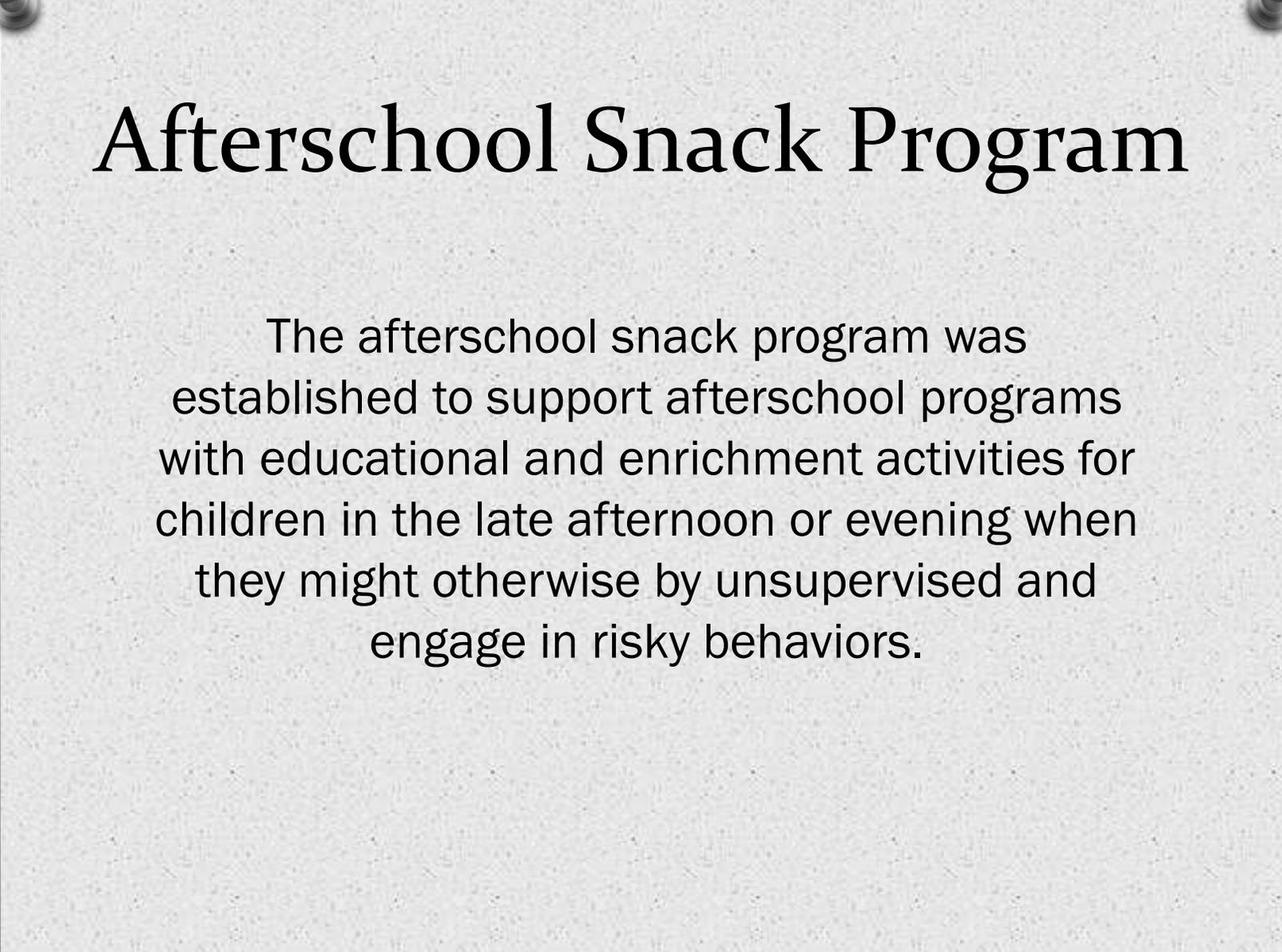


Afterschool Snack Program

School and Community Nutrition

2015



Afterschool Snack Program

The afterschool snack program was established to support afterschool programs with educational and enrichment activities for children in the late afternoon or evening when they might otherwise be unsupervised and engage in risky behaviors.

Afterschool Snack Program

- o Eligible Children
- o Eligible Site (area vs. non area eligible)
- o Eligible Program
- o Eligible Snack

Eligible Children

- o Snacks may be served and claimed for reimbursement to children 18 years and younger.

*Children eligible through age 18 or until the end of the school year if the 19th birthday occurs during the year; students determined to have a mental or physical disability are not subject to age limits.

Site Eligibility

Reimbursement and record keeping requirements are determined by site eligibility

Sites are determined as:

- o Non area eligible
- o Area eligible

Non Area Eligible

Less than 50% of the children attending the school site qualify for free and reduced price meal benefits in NSLP

- o Snacks served to children are claimed based on the individual eligibility status of the child served (free, reduced or paid).
- o Charge no more than \$0.15 for a reduced snack and cost of production for a paid snack.

Area Eligibility

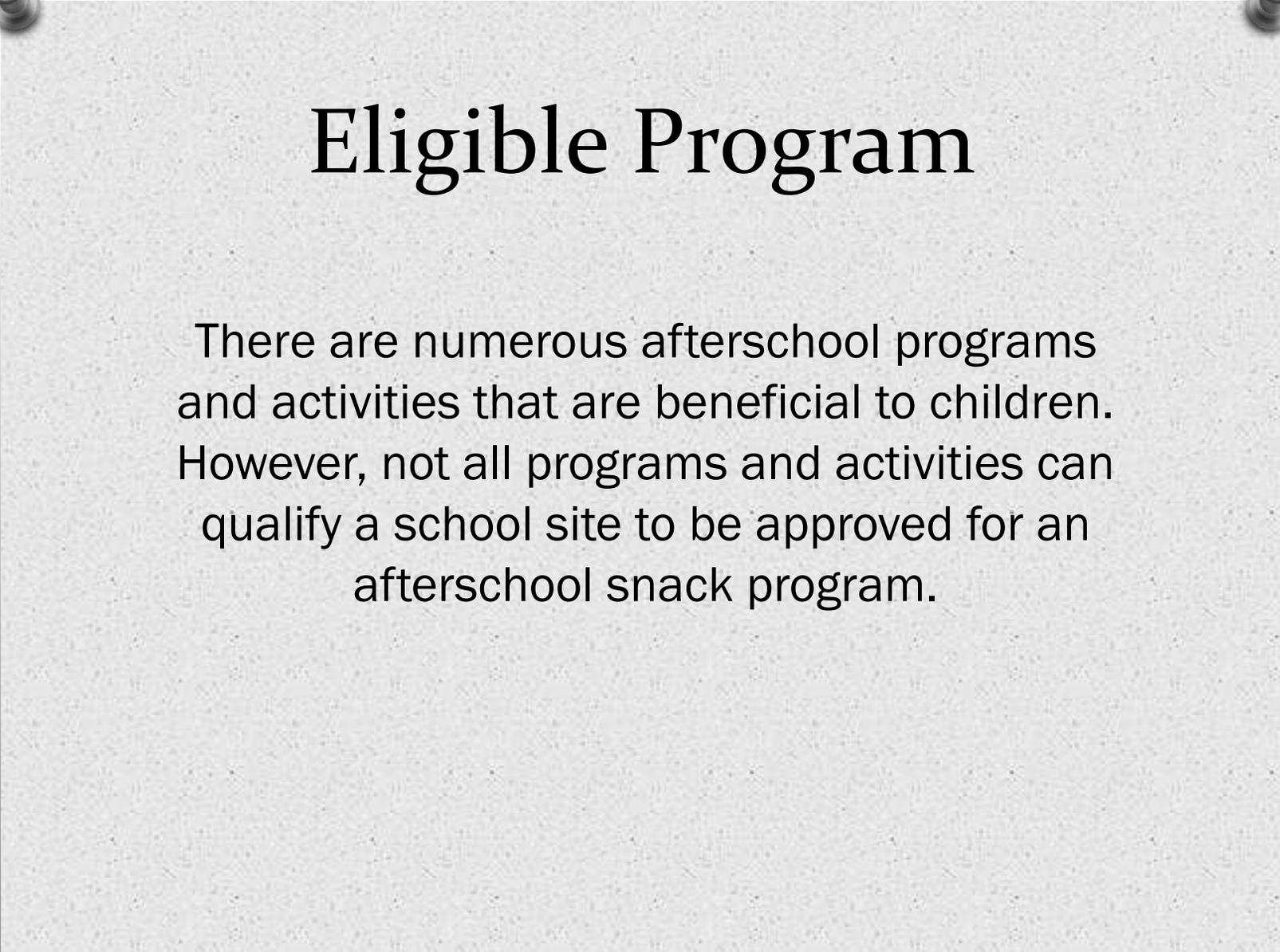
50% or more of children attending the school site are certified for free and reduced meal benefits in NSLP

- o All snacks served to eligible children at an area eligible site can be claimed for reimbursement at the free rate.
- o Area Eligibility is determined by the published October Data on SCN's website.

Determining Area Eligibility

Must utilize the Qualifying Data on SCN's website:

<http://education.ky.gov/federal/SCN/Pages/Qualifying-Data.aspx>



Eligible Program

There are numerous afterschool programs and activities that are beneficial to children. However, not all programs and activities can qualify a school site to be approved for an afterschool snack program.

Afterschool Snack Program

Eligible Programs:

- o District participates in NSLP.
- o Provides organized care to enrolled school-age children for the purpose of providing care and supervision afterschool hours.
- o Is an expanded learning time program in which the official school day is extended for at least one (1) hours' duration.

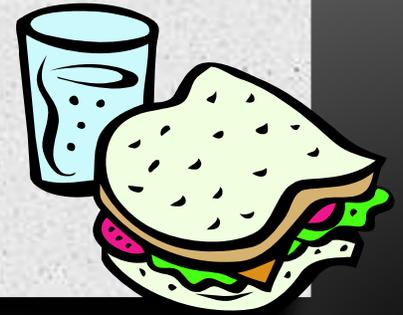
Afterschool Snack Program

- Occurs after school
- No holidays, weekends, school breaks or summer vacation

Childcare Programs

Must be sponsored or operated by the district and:

- o Contain an educational/enrichment activity offered after the regular school day.
- o Have regularly scheduled activities in an organized, structured and supervised environment.



Expanded Learning Time Programs

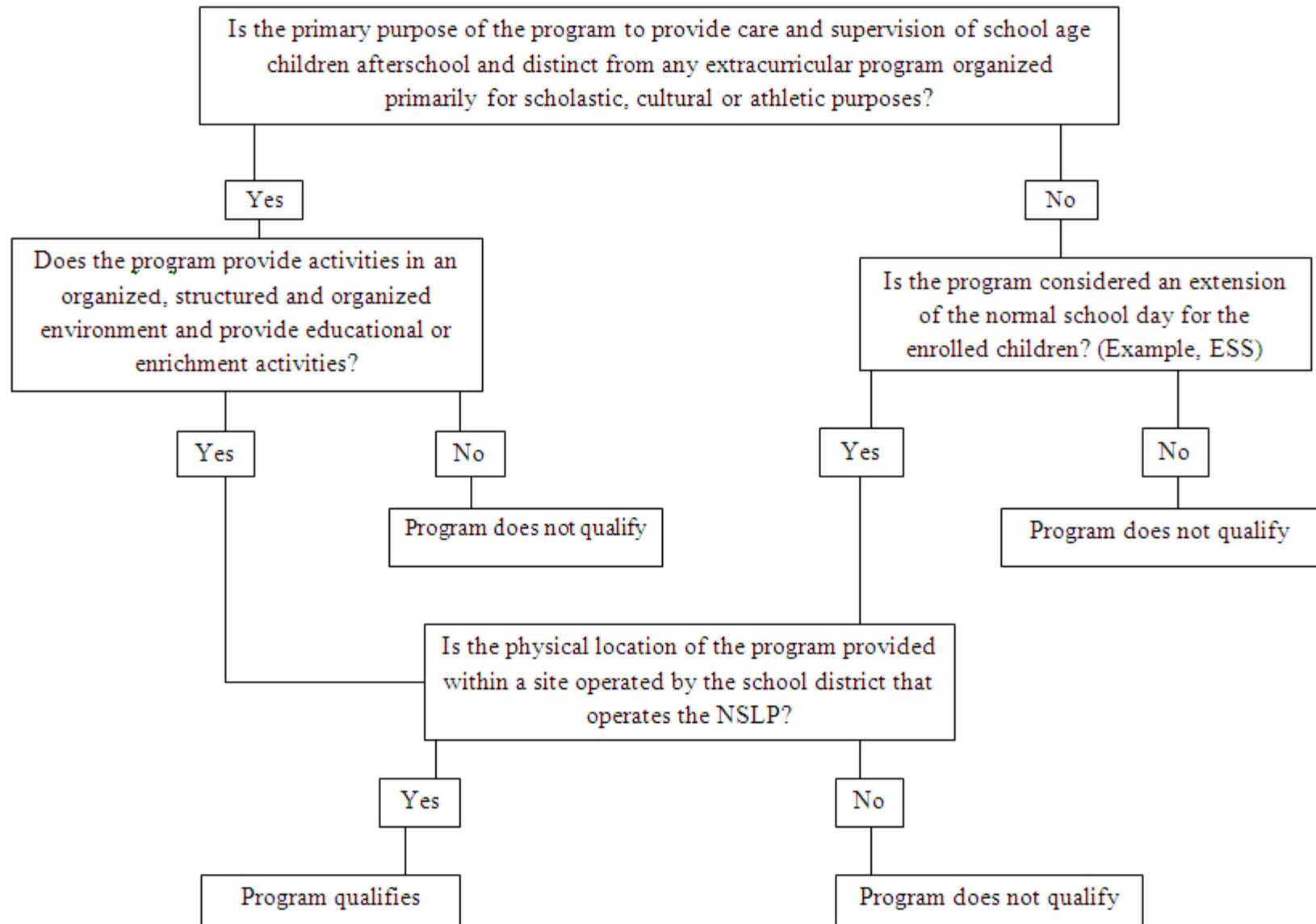
- o Be at least an hour longer than the established school day.
- o Students identified to receive further instruction in core curriculum areas (Example, ESS and 21st century).
- o School day lengthened to make up missed days for inclement weather.

Ineligible Programs

These programs cannot qualify a site for afterschool snacks on their own:

- o General Homework help sessions
- o Snacks provided in the evening prior to bedtime for residential students.
- o No ongoing organized, structured activities ongoing.

AFTER SCHOOL CARE PROGRAM DECISION TREE



Eligible Snack

- o Meet meal pattern requirements
- o Planned menus
- o Maintain production records

Meal Pattern

- Snacks must contain at least two of four meal components (in the required amounts)
 - ✓ milk
 - ✓ fruit and/or vegetable
 - ✓ meat/meat alternate
 - ✓ bread/grain

Meal Pattern

Milk – 8 fluid ounces or 1 cup

- o Lowfat or Nonfat white milk
- o Nonfat flavored milk

Meal Pattern

Vegetable and/or Fruit – $\frac{3}{4}$ cup (total)

- o 100% juice
- o Fresh, frozen or canned fruits and vegetables

Meal Pattern

Grains/Breads – 1 ounce equivalent

- o Must be whole grain rich or enriched grain
- o Creditable portion contribution determined by Exhibit A for grains/breads, CN label or a manufacturers statement.

Meal Pattern

Meat or Meat Alternative – 1 ounce

- Creditable portion contribution determined by Food Buying Guide, CN label or manufacturers statement.

Meal Pattern

- o May serve larger portions than the minimum amount required
- o Juice may not be served when milk is the only other component offered

Planned Menu

Menu planning requirements for the snack program are the same as for NSLP:

- o A written planned menu by the identified menu planner for the district. Level 2 Certification or above required.
- o Substitutions to the planned menus must be identified as such on the production record.

Sample Menu

- o Monday Bran Muffin, 2 oz., Apple Juice 6 oz.
- o Tuesday Pretzels, .8 oz., nonfat chocolate milk 8 oz.
- o Tortilla chips, 1 oz. , low fat cheese stick, 1 oz.
- o Thursday Whole Apple, Peanut Butter, 1 Tbsp., nonfat chocolate milk, 8 oz.
- o Friday Low fat yogurt, 4 oz., banana regular, 100 - 120 count (equals $\frac{3}{4}$ cup), Grape Juice, 4 oz.

Production Record

Area Eligible Afterschool Snack Menu and Production Record

Name of School: _____

Week Date Range: _____

Menu Item	Menu Item	Planned portion size	# of planned portions	# of portions prepared	# of portions leftover	# of reimbursable snacks served
Monday Milk Meat/Meat Alternate Fruit/Veg./Juice Bread <small>(Must Serve 2 Components)</small>						
Tuesday Milk Meat/Meat Alternate Fruit/Veg./Juice Bread <small>(Must Serve 2 Components)</small>						
Wednesday Milk Meat/Meat Alternate Fruit/Veg./Juice Bread <small>(Must Serve 2 Components)</small>						
Thursday Milk Meat/Meat Alternate Fruit/Veg./Juice Bread <small>(Must Serve 2 Components)</small>						
Friday Milk Meat/Meat Alternate Fruit/Veg./Juice Bread <small>(Must Serve 2 Components)</small>						

Total Reimbursable Snacks Served: _____

- The menu and production record is on the SCN website.
- There is a menu and production record available for both area eligible and income eligible programs.

Production Record

Menu planner (before meal service):

- Identifies the menu item by creditable component
- Indicates the planned portion size to be served by the menu planner
- Identifies the number of portions planned to be prepared

Production Record

Meal Service Staff (records during and after the meal service):

- o The number of portions actually prepared
- o The number of portions left over
- o The total number of reimbursable snacks served (Total from meal count sheet)

Additional Requirements

- o Potable water must be made available for children in the snack service area. (USDA policy memo SP 28-2011 Revised).
- o Snack service area must be included with the schools food safety plan. (USDA policy memo SP 37-2013).



Additional Requirements

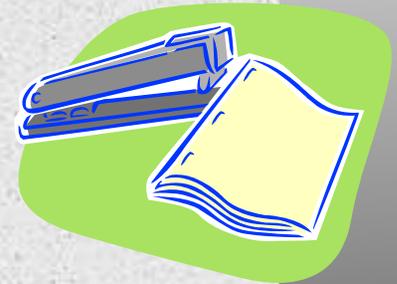
- o “And Justice for All” poster must be visible in snack service area.
- o Monitor reviews conducted two (2) times annually.

Monitor Reviews

- Monitor reviews are required to be conducted two (2) times – Once within the first 2 weeks of the start of the program and then one (1) additional time during the year.
- Required monitor review form is on the SCN website

Record Keeping Requirements

- o Rosters or sign in sheets
- o Daily meal counts/check off sheet
 - a. All free at area-eligible schools
 - b. By category at schools not designated as area-eligible
- o Menu and production records
- o Monitor reviews



Record Keeping Requirements

- o Daily income records maintained if cash collected
- o Documentation qualifying each afterschool care program to participate in the afterschool snack program
- o Records related to consolidating daily meal counts for the monthly claim

After School Snack Program Forms

[Home](#) / [Federal Programs](#) / [School and Community Nutrition](#) / [Afterschool Snack Program](#)

[Child and Adult Care Food Program](#)

[Online Reporting](#)

[Qualifying Data](#)

[School Meal Programs](#)

[SCN Directory](#)

[Summer Food Service Program \(SFSP\)](#)

Afterschool Snack Program

Published: 5/15/2014 9:17 AM

The National School Lunch Program offers cash reimbursement to help schools serve **snacks** to children in afterschool activities aimed at promoting the health and well being of children and youth in our communities. A school must provide children with regularly scheduled activities in an organized, structured and supervised environment; include educational or enrichment activities. The programs must meet State/local licensing requirements, if available, State/local health and safety standards. All programs that meet the eligibility requirements can participate in the National School Lunch Program and receive USDA reimbursement for afterschool snacks.



[Afterschool Snack Program Review Form](#)

[Afterschool Snack Program Weekly Count Form - Income Eligibility](#)

[After School Snacks](#)

[Snack Menu and Production Record](#)

[ASSP Snack Count Tally for Area Eligible programs](#)

Application

The afterschool snack program application is part of the Site Application in the CNIPS. Section C, questions C1. – C.9.

Section C - Afterschool Care Program (ASCP)

1. A. Months of Operation: (Check all that apply)

All: Jul: Aug: Sep: Oct: Nov: Dec:
Jan: Feb: Mar: Apr: May: Jun:

B. Days of the week snacks are served and claimed for reimbursement: (Check all that apply)

Mon-Fri: Mon: Tue: Wed: Thu: Fri: Sat: Sun:

2. Snack Service Times Begin Time: 3:10 PM End Time: 3:30 PM

3. What time does the normal school day end? 3:05 PM

4. Describe educational or enrichment activities for Afterschool Care Program:

Enrichment activities for the Afterschool Care program includes various strategies and exercises to enrich reading levels and additional reading opportunities to students.

5. Free and Reduced Enrollment Percentage: 100.00 %

Site is: Attendance Area Eligible - Eligible based on this site (claim all snacks free).
 Attendance Area Eligible - Eligible based on another site (claim all snacks free).
 Non-Area Eligible (claim all snacks free, reduced and full price).

Select the Qualifying Site for the Afterschool Care Program:

1002 Oneida Elementary School; Grades K-6; 0.0000%

Other: 82.23

Afterschool Care Program (ASCP) Contact

	Salutation	First Name	Last Name
6. Name:	Miss	Debbie	Johnson
7. Email Address: 	debbie.johnson@clay.kyschools.us		
8. Phone:	(606) 847-4212	Ext:	Fax: (606) 598-4340
9. Title:	kitchen manager		

10. Certification

Questions?

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Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (in Spanish).