

**THE SCHOOL DISTRICT OF PHILADELPHIA**  
OFFICE OF EARLY CHILDHOOD EDUCATION  
EDUCATION CENTER  
440 N. BROAD STREET, 2<sup>nd</sup> FLOOR- PORTAL C  
PHILADELPHIA, PENNSYLVANIA 19130-4015

**FOOD SERVICE POLICY**

Mealtime is an integral part of the school day and staff must participate. All mealtime participants must wash hands before assisting children with meals. If parents volunteer to assist with mealtime, they are to remove coats, hats, and wash their hands. Children must be permitted to serve and feed themselves. Children with special needs should be assisted, as necessary. No food, including the afternoon snack, can be taken home. All food must be served and eaten in the center.

All portions of the policy outlined below align with CACFP regulations, Head Start Performance Standards, Early Childhood Environment Rating Scale (ECERS), Keystone Stars position statements for ECERS, Caring for Our Children Healthy and Safety Performance Standards, and the Building Mealtime Environments and Relationships Inventory.

**BREAKFAST**

Each child is offered breakfast as he/she arrives in the classroom. A child who may have eaten at home can eat in the center if they desire. Children should be encouraged to eat. Every child who eats must be served a complete breakfast. A complete breakfast consists of 4 ounces of fruit juice, 1 ounce cold cereal, or a hot entrée, and 6 ounces of 1% (low-fat) or skim (fat-free) white milk. Thirty (30) to 45 minutes is allowed for breakfast. The full breakfast is made available to all children and they have the option to eat whatever portion of the meal they choose. Children who arrive late are to be offered breakfast. Breakfast is not provided for staff, parents, or children not enrolled in the Early Childhood programs.

**LUNCH**

Lunch is always served in the center, even on early dismissal days. Lunch is served to all children in attendance. The Noontime Aide heats lunches and delivers them to the classrooms. Assigned children and staff are to assist in setting of tables.

- ◆ Children are encouraged to eat but are not forced to eat.
- ◆ Fruit is part of the meal and can be eaten at any time during the meal.
- ◆ Food is not to be used as a reward or punishment.
- ◆ Staff and volunteers will sit with the children during lunch and eat the same food that is served to children. Sodas and food not served to children must not be eaten during lunch.

Lunch consists of 1 ½ ounces of meat or meat alternate, ½ cup total of vegetables and/or fruit (two or more kinds), ½ slice of bread or bread alternate, and 6 ounces of 1% (low-fat) or skim (fat-free) white milk. **All components of the meal must be served.**

- ◆ All food must be eaten in the center.
- ◆ Food cannot be taken home or saved.
- ◆ All leftover food is to be discarded.
- ◆ Children are encouraged to help clean the eating area.
- ◆ The Noontime Aide is to discard leftover food and milk and clean the eating area after meals. Leftover milk is to be discarded outside of the classroom.
- ◆ 30 to 45 minutes should be allowed for lunch.

### **AFTERNOON SNACK**

An afternoon snack is served to all children. Snack consists of two of the following components: 4 ounces of 1% (low-fat) or skim (fat-free) white milk, 4 ounces of juice, ½ cup of fruits or vegetables, ½ ounce of meat or meat alternate (yogurt, string cheese, etc.), or ½ ounce of bread or bread alternate (crackers, cereal, etc.).

- ◆ Snacks are to be served and eaten in the center. Food and drink must not be taken home.
- ◆ All classroom parties must be scheduled in the afternoon and must complement the snack, not replace it.
- ◆ All refreshments served to the children for parties or other special events must be pre-packaged, commercially bought food and drink.