At-Risk Afterschool Meals Review Form for Snack

NOTE: This site review form is for school food authority (SFA) use ONLY. SFAs are required to conduct no less than two on-site snack meal service reviews of the At-Risk Afterschool Meals during the school year, one of which must be conducted within the first four weeks of operation.

School Food Authority Name: _____

Site Contact Name & Job Title: _____

Site Name & Address: _____

At-Risk Afterschool Program/Activity: _____

If Applicable License Expiration Date: _____ **License Capacity:** _____

Date of Review: _____ **Today's Attendance:** _____

Average Daily Snack Participation: _____

Total Number of Snacks Served on Review Day: _____

Yes	No	N/A	
			1. Is there a head count of children receiving snacks?
			2. Do the snacks meet meal pattern requirements?
			3. Are zero desserts offered per week?
			4. Are production records maintained?
			5. Do the portion sizes meet the meal pattern requirements?
			6. Are only snacks that contain the required number of components recorded for reimbursement?
			7. Is no more than one snack per child, per day counted and claimed?
			8. Are sanitary procedures used in handling food?
			9. Has training on proper food handling procedures been provided to staff?

Explain all "No" answers.

Explain the corrective action plan for all "No" answers.

What date will corrective action be implemented by and who is responsible for the implementation?

Follow-up visits must be conducted within 45 days of the initial visit if corrective action was required. What were the observations after the corrective action was implemented?

School Representative & Title ***Date***

SFA Reviewer & Title ***Date***