

# BREAKFAST IN THE CLASSROOM PROCEDURES

The Food Service staff will deliver breakfast to the classroom at the scheduled delivery time. A roster sheet will also be provided for each classroom.

## What is a Reimbursable Breakfast?

The teacher is responsible for monitoring that each student chooses a “reimbursable” breakfast.

- A reimbursable breakfast consists of 3 items, one of which **MUST** be a fruit (juice or whole fruit).
- Only breakfasts that meet the 3 item minimum will be reimbursed through the School Breakfast Program.
- Incomplete meals will not be allowed.
- Students must take a full, reimbursable breakfast; they may not take individual items.
- If you do not have enough of a certain item for the amount of students wanting breakfast, contact your Food Service staff immediately.

### Examples of a Reimbursable Breakfast:

Breakfast Entrée + Juice + Milk  
Breakfast Entrée + Juice + Fruit  
Breakfast Entrée + Milk + Fruit  
Breakfast Entrée + Milk + Fruit + Juice

### Examples of a NON - Reimbursable Breakfast:

Breakfast Entrée only (no fruit and only 1 item)  
Juice + Milk (only 2 items)  
Breakfast Entrée + Juice (only 2 items)  
Juice or Milk only (only 1 item and must have fruit)

## Counting Reimbursable Meals

- Breakfast meals are provided for all students in the classroom.
- Check off student names after they have received their complete, reimbursable meal.
- **Note:** It is important to count the meals at the Point of Service, which is when a student selects their meal, to ensure an accurate total.

## Student Involvement

- Encourage student participation with breakfast.
- Teach students the items necessary for a healthy, reimbursable breakfast.
- Ask that students to dispose of their trash in trash cans designated for that classroom.
- Students can volunteer or be assigned jobs to help with wiping desks, removing trash, and placing food bins in the hall.

## Leftover Food

- Any student may decline to participate in the School Breakfast Program.
- Program regulations may differ regarding leftover foods – please discuss with Food Service staff.
- Any food items that need to be kept hot or cold must be returned to the Food Service staff after meal service.
- Perishable items may not be saved for consumption at a later time due to food safety and sanitation regulations.
- If you are seeing an excessive waste issue in your school/classroom, please contact your Food Service staff.

## How to Count a Reimbursable Meal

- Rosters are prepared by the Food Service staff and will be provided daily.
- Put a checkmark next to each student as they take a reimbursable meal.
- Rosters will be collected after the meal service by the Food Service staff.

Signature \_\_\_\_\_

Date: \_\_\_\_\_

## Reimbursable Meals

A reimbursable breakfast consists of 3 items, one of which **MUST** be a fruit or vegetable (juice or whole fruit). Only breakfasts that meet the 3 item minimum will be reimbursed through the School Breakfast Program.

### Available Breakfast Items

Sunrise Flatbread



Goldfish Graham Crackers



Milk



Orange Juice



Banana



### Examples of Reimbursable Meals

Sunrise Flatbread



Goldfish Graham Crackers



Milk



Orange Juice



Banana



Sunrise Flatbread



Milk



Orange Juice



Banana



Graham Crackers



Milk



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Sunrise Flatbread



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