SPRINGFIELD PUBLIC SCHOOLS

MEAL

SPONSOR/ SITE AGREEMENT

Name of School Site

Address of Site

Name of Enrichment Program/Activity

After School Program Supervisor

(Person responsible for program operation at site)

Program Supervisor Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Breakfast [x]  Enhance Meal

UPON COMPLETION OF CURRENT TRAINING, THE ABOVE SITE SUPERVISOR AGREES TO:

Operate an after-school care program providing educational or enrichment activities in an organized structured and supervised environment after the end of the school day.

(Holidays &Vacations are excluded.)

Serve one meal to children 18 years of age and under (or person over 18 years of age if they are mentally or physically handicapped.)

Serve one meal per child per day.

Serve meal in compliance with meal pattern requirements.

Keep accurate daily records of all meals prepared or delivered and served.

Provide adequate supervision during the meal service.

Maintain and submit on a timely basis, as instructed by sponsor, such reports as required.

Report to the sponsor any changes in the number of meals required as attendance indicates.

Report any other problems regarding meal service.

For further assistance contact CNC office at (413) 787-7111

#  Date Program Begins Date Program End\_\_\_\_\_\_\_\_ # of Meals per Day\_\_

#  Days of Service(X) M\_ T\_ W\_ TH\_\_F \_\_ MEALTIME Start:\_\_\_\_ End: \_\_\_\_\_

# LOCATION MEALS ARE SERVED\_\_\_

# SIGNATURE OF SITE SUPERVISOR DATE