**INSERT LOGO**

**Meals in the Classroom (MIC) for SCHOOL NURSE or HEALTH OFFICIAL insert name of school or building**

**What is the GOAL of insert name of program/department?**

Our goal for MIC in insert district is to ensure that insert goal statement.In order to achieve our goal we have made the following decisions in conjunction with our district administration and local health department authorities**.**

**Where can I find more information?**

If you have any questions or concerns about the dietary needs or restrictions for an individual student, please contact insert name, number and email, who handles special dietary accommodations for our district.

**Where will meals be served?**

Meals in insert name of school or building will be served describe the location of school meals within the building and any plans for service outside of the building.

**How will food allergies and special diets be handled in MIC?**

The insert name of district school nutrition program will follow all current policies regarding the management of food allergies and special diets. Any modified foods and beverages prescribed for students with allergies or special dietary needs will be labeled accurately before delivery to the classroom. Teachers and paraprofessionals will receive training as necessary to ensure that at-risk students will be safe during MIC. Provide link to current policies.

**Why is identifying students who receive free/reduced-price or special meals a problem?**

Overt identification of a child as eligible to receive free/reduced-price meals or special dietary accommodations is not allowed. Insert school name must ensure that it does not disclose a child’s status at any point in the process of providing MIC.

**How will students be able to access water?**

Insert school name encourages students and staff to consume water throughout the school day. Students may access potable, free water in the following ways: Insert ways that students can access water.

**How will high-touch surfaces be sanitized in the classroom?**

Sanitizing high-touch classroom surfaces, including insert surfaces to be sanitized, will be the responsibility of insert person(s) responsible.

**How will students and staff sanitize their hands?**

Students and staff will be responsible for sanitizing their hands using insert strategies for cleaning hands before and after meals.