

## SCHOOL BREAK MEALS HOW-TO

for current At-Risk Afterschool Meals sponsors

The At-Risk Afterschool Meals component of the Child and Adult Care Food Program (CACFP) allows sponsors to serve meals during school breaks to children and teenagers 18 and under. Sponsors must follow the same program requirements that they do during normal afterschool hours to receive reimbursement.

Sites must adhere to the same guidelines when serving meals during breaks as they do when serving afterschool meals which are as follows:

- Be located within a public school attendance zone of  $\geq 50\%$  free or reduced-priced school meal eligibility
- Meet state and local health and safety requirements
- Offer enrichment or educational activities
- Serve nutritious meals that meet CACFP nutritional guidelines
  - Sites can receive funding to offset the cost for any one meal (breakfast, lunch, or supper) and/or snack

For more information on serving meals during breaks through the CACFP At-Risk Afterschool Meal Program in Virginia, go to the [Virginia Department of Health website](#) or contact Conchetta Yonaitis, Special Nutrition Programs Manager, [Conchetta.Yonaitis@vdh.virginia.gov](mailto:Conchetta.Yonaitis@vdh.virginia.gov).

---

### Are the meal requirements different?

No, sites must continue to serve nutritionally balanced meals that follow [CACFP meal patterns](#). Breakfast must include all three components- milk, vegetable/fruit, and grains. Lunch and supper must include all five components- milk, fruits and/or vegetables, grains, and protein. Snack must include two of the five components.

### Who is going to prepare and serve meals during holidays and school breaks?

If you're already serving meals, your food service staff may be interested in picking up extra hours during school breaks to maintain a steady source of income. Using the same staff who administers the program during regular school days means that they understand program requirements, are familiar and trusted faces to children, and can help serve meals seamlessly during school breaks. If using a food service vendor for meals, be sure to confirm their hours and delivery schedules ahead of time. Individuals, especially during the holidays, are often interested in volunteering and giving back to their local communities. Volunteers must be trained to serve meals.

### How do you make families aware of this service?

Advertising school break meals is vital to making them a success. Consider the following outreach strategies to make families aware of school break meals:

- Send flyers home with students and email parents about these meals 2 weeks prior to the school break.
- Include information on the locations and times of meal service during school announcements the week leading up to the school break.
- Add information to the sponsors' and sites' websites for at least 2 weeks prior to the school break.

### Is the paperwork for school breaks and holidays different?

No, sites must submit the usual forms. They must report the number of meals served to children and daily attendance. However, sponsors must notify the Department of Health that they intend to serve meals during school breaks and update their application in CHAAMPS to reflect any changes to meals offered or meal times.

### Enrichment and Educational Activity Ideas:

- Nutrition education through [Team Nutrition](#)
- Education activities through [Scholastic](#)
- Non-competitive games and physical activities
- SAT prep and college application assistance for high school students
- Reading and/or story time
- Board games
- Arts and crafts

For more guidance on serving meals during school breaks, please contact Ellen Eichenbaum, No Kid Hungry Virginia Operations Associate, [ellen.eichenbaum@doe.virginia.gov](mailto:ellen.eichenbaum@doe.virginia.gov).