

TOTS/All Aboard Food Policy For 2022-2023

Westfield Washington Schools TOTS and All Aboard programs are licensed by the state of Indiana.

Why is there a food policy? As part of the licensing guidelines, students are required to eat food from the center (school).

State Food Requirements (condensed):

470 IAC 3-4.7-77 Meal times

(b) If the child's attendance at the child care center coincides with any meals and snacks that are provided by the center, the child shall be served those meals and snacks.

(c) The center shall serve breakfast, a morning snack, lunch, and a mid-afternoon snack. Centers opening before 8:00 am may serve morning snack before breakfast as long as both meals are served.

(e) Staff are not required to serve meals to children that have already eaten that particular meal at another location.

Who? Westfield Washington Schools requires any child over age 12 months to buy lunch from the school but infant lunches are available for children younger than 12 months if parents prefer to purchase from the school. Children who are on formula and/or baby food must have food supplied from home. Each child will be given a lunch account and parents will need to use the account to pay for lunches. You will receive more information about this, including the daily price, before the school year starts. Snacks and breakfast are included in your monthly payment.

What? Menus will be posted in your child's classroom at least one week in advance. There will be three variations to the menu: Infants, Toddlers, and preschool/All Aboard/Elementary. They can also be found on the program's webpage.

Infant information: For infants, the state also has specific guidelines that dictate how bottles are to be prepared and brought to school. The TOTS staff will not be able to mix bottles in the classroom.

Parents will be required to provide the formula for their child in enough bottles to last through the day.

470 IAC 3-4.7-135 Infant Food Preparation and Storage

(k) Parents may supply filled bottles as followed:

1. The bottles shall be sterilized.
2. The nipple must be covered.
3. The bottle shall be labeled with the child's name and date prepared.
4. The bottles must be brought to the child care center in a clean, insulated container that keeps the formula at forty-one (41) degrees fahrenheit or below.
5. Staff shall return all unused bottles daily.
6. The parent shall provide one (1) unopened can of ready to feed formula.

Please note that staff are required to discard any formula remaining in a bottle after feeding.

It is important that we have one unopened can of ready to feed formula on hand in case of an unexpected incident which could delay pick-up times.

Breastfeeding

If you choose to provide breast milk for your child, you will be required to fill out and submit a "Breast Milk Procedure" form. The form outlines the state guidelines for safe storage, transportation, and serving of breast milk. It can be found on the district website under student support programs>TOTS.

Because human milk is considered to be the best source of milk for infants for at least the first 12 months of age, we support parents who make this choice for their child.

Exceptions to the food policy:

Exceptions: The state of Indiana highly discourages the use of exceptions to Food requirements but there are some "special diets" that are allowed.

470 IAC 3-4.7-79 General Meal Guidelines

(o) The center shall not serve food items prepared in a home kitchen at any time, except with a physician's written order for a particular child's special diet.

470 IAC 3-4.7-82 Special Diets

(d) A child requiring a special diet due to religious or personal beliefs shall have a written statement from the child's parent

(e) For special diets, the center may request the parent to supplement food served by the center

(f) If the parent provides the food from home, the center must have the parent sign a "Safe Transportation of Food Responsibility" form.

Special Diet Options:

1. Medical-requires a doctor's note and a "Safe Transportation of Food Responsibility" form. **Children with allergies must have an Allergy Action Plan on file. This can be obtained from the child's doctor.**
2. Religious-parents shall provide a written statement for a special diet due to religious beliefs and must complete and have on file a "Safe Transportation of Food Responsibility" form.
3. Personal-parents shall provide a written statement for a special diet due to personal reasons and must complete and have on file a "Safe Transportation of Food Responsibility" form.

If you choose to use one of the special diet options, please be sure to print out and complete the "Safe Transportation of Food Responsibility" form and give it to your child's teacher along with either a doctor's note or a parent note identifying the specific special diet option you are choosing. The "Safe Transportation of Food Responsibility" form is available as a link on this web page.

Please also note that if you are using a special diet option, your child's lunch must match the nutritional requirements established by the state of Indiana. Guidelines for lunch items must include these food groups: dairy (milk or milk alternative), vegetable, fruit, protein, and a whole grain. The meal must match the nutritional qualities of the school meal. Juice or juice pouches cannot be a beverage for lunch.

Should you have questions about the food policy, please contact Marci Derado, Director of Early Childhood Learning Center at deradom@wws.k12.in.us.