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| **INSERT**  **LOGO** | **Meals in the Classroom (MIC) for SCHOOL NURSE or HEALTH OFFICIAL insert name of school or building** |
| **Goal** | Our goal for MIC in insert district is to ensure that insert goal statement.   * **This is the place to share the mission of your program, something like:** * **All students receive daily school meals in a safe and comfortable environment so that they are ready to succeed in academic and social activities**.   **In order to achieve our goal we have made the following decisions in conjunction with our district administration and local health department authorities.** |
| **Questions?** | 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. |
| **Location of Meals** | 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.   * Describe where meals will be served and eaten:   + **Meals will be served and eaten in the classroom**   + **Meals will be served in the cafeteria, eaten in the classroom**   + **Describe other locations**   + **Include grade-level variations if appropriate** |
| **Food Allergies and Special Diets** | 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. |
| **Identification of Students** | 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. |
| **Water with Meals** | 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. |
| **Sanitizing Surfaces** | Sanitizing high-touch classroom surfaces, including insert surfaces to be sanitized, will be the responsibility of insert person(s) responsible. |
| **Sanitizing Hands** | Students, teachers and staff will be responsible for sanitizing their hands using insert strategies for cleaning hands before and after meals.   * Describe how and where students, teachers and staff can sanitize their hands. * Indicate the location of handwashing posters or instructions. |