

**Tri-County Community Council, Inc.
Head Start/Early Head Start**

Part: 1302 Program Operations
Subpart: D- Health Program Services
Section: 1302.44 Child Nutrition
Subject: Emergency Meal Policy

Policy:

It is the policy of Tri-County Community Council, Inc. Head Start/Early Head Start to provide children with nutritious meals. In the event of an unplanned absence of a center cook, centers will provide the following emergency meal(s), if available staff is not capable of preparing the regularly scheduled meal.

Procedure:

1. If a cook is unexpectedly absent, the Center Director will contact the Nutrition Staff and advise if they are able to prepare the regularly scheduled meal.
2. If the center needs to prepare an emergency meal the USDA meal pattern will still be followed for each meal.
3. The cook will ensure that food items needed for emergency meals will be on hand at all times. Items will be labeled and stored in a conspicuous location. They will be rotated through on a six-month basis. The cook will also make sure the instructions for preparing all items on the emergency menu and regular menu are readily available.
4. Menu changes will be documented on menus and menu planning worksheets.

Breakfast	
Grains/Breads	Whole Grain Cereal
Fruit/Vegetable	Diced Peaches (or fruit on regular menu for that day)
Milk	1% Milk
Extra	Whole Grain Toast w/Jelly (at center's discretion)
Lunch	
Meat/Meat Alternate	Chicken Nuggets
Vegetable	Green Beans (or vegetable on regular menu for that day)
Fruit	Mandarin Oranges (or fruit on regular menu for that day)
Grain/Bread	Sliced Whole Wheat Bread or Crackers
Milk	1% Milk, unflavored
Snack	
Fruit	Applesauce (or fruit on regular menu for that day)
Grain/Bread	Choice of cheese, saltine, ritz or wheat crackers

5. Infant meals will continue to follow the standard infant meal pattern/menu.