

The Menu Toolkit



***A menu planning toolkit created for
child care providers.***

A project funded by the Hawaii State Department of Human Services to provide assistance and support to child care providers, agencies and licensing staff.

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Introduction

As a child care provider, you have a very important role to help your children grow up healthfully in part by serving nutritious meals and snacks. The foods you choose to serve and the environment you create in your center have a great impact on your child's eating habits and attitudes towards food and meals.

You have the opportunity to teach children how important and fun it can be to eat a variety of foods and to embark on the exciting adventures of trying new foods. Mealtime is not just about nutrition, but it also provides an invaluable opportunity for children to learn developmental independence, become comfortable socializing with others and to learn about their own tastes and preferences.

In this menu planning toolkit, you will find information on how you can provide healthful meals for the children in your care. You will:

- Get to know the United States Department of Agriculture (USDA) child care meal patterns;
- Put knowledge to work by using helpful tools that are provided in this toolkit, including:
 - Form fillable menu templates
 - Sample menus;
- Learn tips to keep your children safe during meal time.



Get to Know the Meal Patterns

Meal Patterns

The meal patterns are set by the United States Department of Agriculture (USDA) child care food program. These patterns help to ensure that there will be a variety and balance of different foods included with every meal and snack.

There are specific patterns set for:

- Breakfast
- Lunch or Supper
- Snacks

Each pattern incorporates a combination of two to four different meal components or food groups. The four different meal components are:

- 1) Fluid Milk
- 2) Meats / Meat Alternates
- 3) Vegetables and / or Fruits
- 4) Grains

Charts of the meal patterns for the different meals and snacks are included in this toolkit. Please review them as you start to brainstorm ideas for your menus.

As you review the meal patterns, note the portion sizes that are listed for the different age groups of children. These are the recommended *minimum* portions of foods to offer per child, if the children wish to consume. If your center follows a “family style” meal service, assurance that these minimum portions are available is still required.

For more information about meal patterns, visit the USDA Child & Adult Care Food Program website on Meal Patterns:

- [Child Meal Pattern Charts](#)

The timing of meals and snacks is important. Children need to eat often since they cannot consume large quantities of food at one time. Planning and offering meals and snacks every two to three hours will help them to obtain the nutrients and energy they need throughout the day.

*Remember that providing nutritious snacks is very important for young children, since snacks can be a significant part of their daily intake.

Also, plan for enough time for children to eat their meals and snacks. The meal-time environment should be calm and a pleasant experience for children to learn about food and to become comfortable with socializing with others. Distractions, like television should be kept to a minimum during meals and snacks.

Hawaii state licensing rules stipulate a general feeding schedule for licensed facilities, depending on how long the children stay in your center. Visit the State of Hawaii Department of Human Services website under the section “Benefit, Employment and Support Services Division” for a detailed view of [Administrative Rules](#) for child care centers.



Child Meal Pattern: **BREAKFAST**

Must Select All 3 Components

<i>Food Components</i>	<i>Ages 1-2</i>	<i>Ages 3-5</i>	<i>Ages 6-12¹</i>
1 Fluid Milk ² <ul style="list-style-type: none"> • Milk (low-fat 1% or non-fat Skim) 	½ cup	¾ cup	1 cup
1 Vegetables, fruits, or portions of both <ul style="list-style-type: none"> • Juice³ 	¼ cup	½ cup	½ cup
1 Grains ^{4,5,6,7} <ul style="list-style-type: none"> • Whole Grain (WG) Bread 	½ slice	½ slice	1 slice
<ul style="list-style-type: none"> • Cornbread, biscuit, roll, muffin, pancake or waffle 	½ serving	½ serving	1 serving
<ul style="list-style-type: none"> • Hot cooked cereal, pasta, noodles, rice, and/or other WG 	¼ cup	1/3 cup	¾ cup
<ul style="list-style-type: none"> • Ready-to-Eat (RTE) breakfast cereal (dry, cold) 	¼ cup	¼ cup	½ cup
<ul style="list-style-type: none"> ○ Flakes or Rounds 	½ cup	½ cup	1 cup
<ul style="list-style-type: none"> ○ Puffed cereal 	¾ cup	¾ cup	1 ¼ cup
<ul style="list-style-type: none"> ○ Granola 	1/8 cup	1/8 cup	¼ cup

¹ Children age 12 and older may be served larger portions based on their greater food needs, and they may not be served less than the minimum quantities listed in this column.

² Milk must be low-fat (1%) or non-fat (skim) for children ages 2 and older.

³ Pasteurized full-strength juice may only be used to meet the vegetable or fruit requirement at one meal, including snack, per day

⁴ Grains must be made from whole-grain or whole-grain rich meal or flour. Cereal must be whole-grain or enriched or fortified.

⁵ Meat and meat alternates may be used to meet the entire grains requirement a maximum of three times per week. (1 oz. of meat and meat alternates is equal to 1 oz. equivalent of grains.)

⁶ Breakfast cereals must contain no more than 6 grams of sugar per dry ounce (no more than 21.2 grams sucrose and other sugars per 100 grams of dry cereal).

⁷ At least one serving per day, across all eating occasions, must be whole grain-rich. *Grain Based Desserts (GBD)* do not count towards meeting the grains requirement.

Updated 2020; Adapted from [USDA Child Meal Patterns](#)

Child Meal Pattern: LUNCH or SUPPER

Must Select All 5 Components

<i>Food Components</i>	<i>Ages 1-2</i>	<i>Ages 3-5</i>	<i>Ages 6-12¹</i>
1 Fluid Milk ² • Milk low-fat 1% or non-fat Skim	½ cup	¾ cup	1 cup
1 Meat or Meat Alternate • Lean meat, poultry, or fish	1 oz.	1 ½ oz.	2 oz.
• Tofu, soy product, or alternate protein products³	1 oz.	1 ½ oz.	2 oz.
• Cheese	1 oz.	1 ½ oz.	2 oz.
• Large Egg	½	¾	1
• Cooked dry beans or peas	¼ cup	3/8 cup	½ cup
• Peanut butter or soy nut butter or other nut or seed butters	2 Tbsp.	3 Tbsp.	4 Tbsp.
• Yogurt, plain or flavored, unsweetened or sweetened⁴	½ oz.	¾ oz.	1 oz.
• The following may be used to meet no more than 50% of the requirement: Peanuts, soy nuts, tree nuts, or seeds	½ oz. = 50%	¾ oz. = 50%	1 oz. = 50%
1 Vegetables ⁵	1/8 cup	¼ cup	½ cup
1 Fruits ^{5,6}	1/8 cup	¼ cup	¼ cup
1 Grains ^{7,8} • WG Bread	½ slice	½ slice	1 slice
• Cornbread, biscuit, roll, muffin, pancake or waffle	½ serving	½ serving	1 serving
• Hot cooked cereal, pasta, noodles, rice, and/or other WG	¼ cup	¼ cup	½ cup

¹ Children age 12 and older may be served larger portions based on their greater food needs, and they may not be served less than the minimum quantities in this column.

² Milk must be low-fat (1%) or non-fat (skim) for children ages 2 and older.

³ Alternate protein products must meet the requirements in the [USDA Food Buying Guide](#).

⁴ Yogurt must contain no more than 23 grams of total sugars per 6 ounces.

⁵ Pasteurized full-strength juice may only be used to meet the vegetable or fruit requirement at one meal, including snack, per day.

⁶ A vegetable may be used to meet the entire fruit requirement. When two vegetables are served at lunch or supper, two different kinds of vegetables must be served.

⁷ Grains must be made from whole-grain or whole-grain rich meal or flour. Cereal must be whole-grain or enriched or fortified.

⁸ At least one serving per day, across all eating occasions, must be whole grain-rich. Grain-based desserts do not count towards meeting the grains requirement.

Updated 2020; Adapted from: [USDA Child Meal Patterns](#)

Child Meal Pattern: **SNACK**

Must Select 2 of the 5 Components

<i>Food Components</i>	<i>Ages 1-2</i>	<i>Ages 3-5</i>	<i>Ages 6-12¹</i>
1 Fluid Milk ² • Milk low-fat 1% or non-fat Skim	½ cup	½ cup	1 cup
1 Meat or Meat Alternate • Lean meat, poultry, or fish	1 oz.	1 ½ oz.	2 oz.
• Tofu, soy product, or alternate protein products³	1 oz.	1 ½ oz.	2 oz.
• Cheese	1 oz.	1 ½ oz.	2 oz.
• Large Egg	½	¾	1
• Cooked dry beans or peas	¼ cup	3/8 cup	½ cup
• Peanut butter or soy nut butter or other nut or seed butters	2 Tbsp.	3 Tbsp.	4 Tbsp.
• Yogurt, plain or flavored, unsweetened or sweetened⁴	½ oz.	¾ oz.	1 oz.
• The following may be used to meet no more than 50% of the requirement: Peanuts, soy nuts, tree nuts, or seeds	½ oz. = 50%	¾ oz. = 50%	1 oz. = 50%
1 Vegetables ⁵	½ cup	½ cup	¾ cup
1 Fruits ⁵	½ cup	½ cup	¾ cup
1 Grains ^{6,7} • WG Bread	½ slice	½ slice	1 slice
• Cornbread, biscuit, roll, muffin, pancake or waffle	½ serving	½ serving	1 serving
• Hot cooked cereal, pasta, noodles, rice, and/or other WG	¼ cup	1/3 cup	¾ cup
• RTE breakfast cereal (dry, cold)	¼ cup	¼ cup	½ cup
○ Flakes or Rounds	½ cup	½ cup	1 cup
○ Puffed cereal	¾ cup	¾ cup	1 ¼ cup
○ Granola	1/8 cup	1/8 cup	¼ cup

¹ Children age 12 and older may be served larger portions based on their greater food needs, and they may not be served less than the minimum quantities in this column.

² Milk must be low-fat (1%) or non-fat (skim) for children ages 2 and older.

³ Alternate protein products must meet the requirements in the [USDA Food Buying Guide](#).

⁴ Yogurt must contain no more than 23 grams of total sugars per 6 ounces.

⁵ Pasteurized full-strength juice may only be used to meet the vegetable or fruit requirement at one meal, including snack, per day.

⁶ Grains must be made from whole-grain or whole-grain rich meal or flour. Cereal must be whole-grain or enriched or fortified.

⁷ Breakfast cereals must contain no more than 6 grams of sugar per dry ounce (no more than 21.2 grams sucrose and other sugars per 100 grams of dry cereal).

⁸ At least one serving per day, across all eating occasions, must be whole grain-rich. Grain-based desserts do not count towards meeting the grains requirement. Updated 2020; Adapted from: [USDA Child Meal Patterns](#)

Put Knowledge to Work

By following the meal patterns when you plan your menu, you will be helping your children get the proper nourishment they need to grow. Written menus should ideally be planned in advance; posted so all staff and parents can see; as well as kept on record to reflect any changes in foods actually served.

Planning menus in advance is a good practice as it helps to inform parents what foods will be served to their child, which allows them to better complement the meals they serve at home. Keeping records of menus also allows for good communication with parents if there are children with sensitivities or allergies to certain foods or beverages.

Feel free to use the **Menu Planning Templates** included in this toolkit (pages 12, 16, 21) to help you as you create your menus for:

- a. Breakfast
- b. Lunch or Supper
- c. Snacks

There is an accompanying handout (pages 13, 17, 22) for each meal with instructions on how to fill out these templates, noting some of the more specific requirements for each meal and for snacks. **Sample Menus** (pages 14, 19, 23) are also included if you need ideas and help getting started.

As you brainstorm and plan your menus, please keep in mind the following:

- Food should never be used as a reward or punishment. This may teach children to value certain foods more than others.
- Try to incorporate a variety of foods, colors, flavors, shapes, and textures that are developmentally appropriate.
- Remember that all forms of fruits and veggies count! (1) Fresh (2) frozen (3) canned (4) dried and (5) 100% juice.
- For information about your favorite fruits and veggies and tips on incorporating more into your menu, check out this website for a variety of resources:
 - <https://www.nal.usda.gov/fnic/fruit-and-vegetable-information>
 - <https://www.fns.usda.gov/ffvp/fresh-fruit-and-vegetable-program>
- Plan meals and snacks that are appealing and appetizing.
- Plan within your means, accounting for limitations with your facility and staffing.

BREAKFAST MENU TEMPLATE

Must Serve: Milk, Vegetable and/or Fruit, and Grain OR (Meat / Meat Alternate)*

AGE GROUP: *(circle one)* 1-2 y/o 3-5 y/o 6-12 y/o **YEAR:** _____ **OR** **CYCLE/ROTATING**
DATE RANGE: _____

FOOD COMPONENTS

(1 item each, List food item and serving size)

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
FLUID MILK					
VEGETABLE					
FRUIT**					
GRAIN*** (MEAT / MEAT ALTERNATE)					

* Meat & meat alternates may be used to meet the entire grains requirement a maximum of three times a week. (1 oz of meat & meat alternates is equal to 1 oz equivalent of grains), **ONLY FOR BREAKFAST MENU.**

** Pasteurized full strength 100% Juice may only be used for one serving per day, across all eating occasions, to meet the vegetable or fruit requirement.

*** At least one serving per day, across all eating occasions, must be whole grain-rich (WG) and **WG** must be indicated where applicable. Grain-Based Desserts do not count towards the grains requirement.

Instructions for using the Breakfast Menu Template

**Note: Unless you have Adobe Acrobat Pro, you will not be able to save your work on the PDF form.*

Please print before closing.

1. Circle **Age Group**
2. Fill in the **Year**
3. Fill in the **Date or Date Range** of the week at the top of the form, OR circle **Cycle Rotating**.
4. Fill in the type of **Fluid Milk** you will serve.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - For children **1-2 y/o**, milk must be unflavored whole milk.
 - For children **2-5 y/o**, milk must be unflavored low-fat (1%) or unflavored fat-free (skim).
 - For children **6+ y/o**, milk must be unflavored low-fat (1%), unflavored fat-free (skim), or flavored fat-free (skim) milk.
5. Fill in the type(s) of **Vegetable(s) and/or Fruit(s)** that you will serve for each day.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - Choose a variety of fresh, frozen, canned, or portions of both.
 - Pasteurized full strength 100% Juice may only be used for one serving per day, across all eating occasions, to meet the requirements.
6. Fill in the type of **Grains** that you will serve for each day.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - At least one serving per day, across all eating occasions, must be “whole grain-rich”.
 - When Whole Grain (**WG**) food components are served, they must be labeled “**WG**”.
 - Breads and grains must be whole-grain or enriched.
 - Cereal must be whole-grain, enriched, or fortified.
 - Cereal must contain no more than 6 grams of sugar per 1 ounce serving.
 - Grain Based Desserts do not count toward meeting the grain requirement.
 - **Only at the BREAKFAST eating occasion:** Meat and meat alternates may be used to meet the entire grains requirement a maximum of three times a week.
 - a. 1 ounce of M/MA is equal to 1 ounce of grains.
7. Fill in the type of **Meat / Meat Alternate (M/MA)** that you will serve for each day.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - A serving consists of the edible portion of cooked lean meat, poultry or fish.
 - Yogurt must contain no more than 23 grams of sugar per 6 ounce serving.
8. Refer to the “Breakfast Meal Pattern Chart” for *minimum* required portions.
 - a. [USDA Child Meal Pattern Charts](#)
9. **DOUBLE CHECK:** to see that you have included the following meal components required for a creditable Breakfast each day of the week:
 - a. 1 Fluid Milk
 - b. 1 Fruit and / or Vegetable
 - c. 1 Grain or 1 Meat / Meat Alternate

SAMPLE BREAKFAST MENU

Note: Serving sizes listed below are specified for children 3-5 years old.

WEEK 1

<ul style="list-style-type: none"> • WG Oat Round Cereal (1/2 cup) • Canned pears, drained (1/2 cup) • 1% milk (3/4 cup) 	<ul style="list-style-type: none"> • Cottage cheese (1/2 cup) • Papaya (1/2 cup) • 1% milk (3/4 cup) 	<ul style="list-style-type: none"> • Oatmeal (1/4 cup) • Dried Cranberries (1/4 cup) • 1% milk (3/4 cup) 	<ul style="list-style-type: none"> • WG toast (1/2 slice) with Peanut butter (1 tbsp) • Canned pineapple, drained (1/2 cup) • 1% milk (3/4 cup) 	<ul style="list-style-type: none"> • Raisin Bread (1/2 slice) • Tangerine (1/2 cup) • 1% milk (3/4 cup)
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WEEK 2

<ul style="list-style-type: none"> • Eggs; scrambled (1/2, large) • Mandarin Oranges (1/2 cup) • 1% milk (3/4 cup) 	<ul style="list-style-type: none"> • WG bagel (1/2) with cream cheese • Melon Salad (1/2 cup) • 1% milk (3/4 cup) 	<ul style="list-style-type: none"> • Fried brown rice (1/4 cup rice) with mixed vegetables • Blueberries (1/2 cup) • 1% milk (3/4 cup) 	<ul style="list-style-type: none"> • WG French Toast (1/2 slice) with syrup • Grapes; half cut (1/2 cup) • 1% milk (3/4 cup) 	<ul style="list-style-type: none"> • WG English Muffin (1/2) • Sliced Cheese (1 oz) • Canned Peaches; drained (1/2 cup) • 1% milk (3/4 cup)
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WEEK 3

<ul style="list-style-type: none"> • WG Waffle (1/2 slice) • Sliced Strawberries (1/2 cup) • 1% milk (3/4 cup) 	<ul style="list-style-type: none"> • Yogurt (1/2 cup) • Frozen berries (1/2 cup) • 1% milk (3/4 cup) 	<ul style="list-style-type: none"> • Banana muffin (1 piece) • Unsweetened applesauce (1/2 cup) • 1% milk (3/4 cup) 	<ul style="list-style-type: none"> • Trail Mix <ul style="list-style-type: none"> • Blend of WG round & flake cereal (1/2 cup) • Dried Fruit (1/4 cup) • 1% milk (3/4 cup) 	<ul style="list-style-type: none"> • Breakfast Wrap <ul style="list-style-type: none"> • WG (8") tortilla (1) • Eggs; scrambled (1/2, large) • Shredded Cheese (1/2 oz.) • 1% milk (3/4 cup)
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Tips:

- Must serve all three components; **Fluid Milk, Fruits and/or Vegetables, and Grains (Meat/Meat Alternate)**, for a reimbursable meal.
 - Meats/meat alternates can be served in place of grains a maximum of three times a week.
- Unflavored low-fat (1%) or fat-free (skim) milk is appropriate for children between the ages of 2 to 5 years old.
 - Unflavored low-fat (1%), Unflavored fat-free (skim), and Flavored fat-free (skim) milk is appropriate to serve children 6 years old and older.
- Choose a variety of fruits—fresh, frozen, canned and dried.
- At least one serving per day, across all eating occasions, must be whole grain-rich.
 - Label Whole Grain Rich foods “**WG**”
- Choose cereal with no more than 6 grams of sugar per dry ounce (28 gram) serving.
- Choose yogurt with no more than 23 grams of sugar per 6 ounce serving.
- These are **minimum** amounts. Children are able to have more, if desired.
- Provide all **Brand Names** for all food items where applicable.

LUNCH MENU TEMPLATE

Must serve all 5 components: (Fluid Milk, Meat / Meat Alternates, Vegetables, Fruits, and Grains)

AGE GROUP: (circle one) 1-2 y/o 3-5 y/o 6-12 y/o **YEAR:** _____ **OR** **CYCLE/ROTATING**
DATE RANGE: _____

FOOD COMPONENTS

(1 item each, List food item and serving size)

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
FLUID MILK					
VEGETABLE					
FRUIT*					
GRAIN**					
MEAT / MEAT ALTERNATE					

* Pasteurized full strength 100% Juice may only be used for one serving per day, across all eating occasions, to meet the vegetable or fruit requirement

** At least one serving per day, across all eating occasions, must be whole grain-rich (WG) and **WG** must be indicated where applicable. Grain-Based Desserts do not count towards the grains requirement.

Instructions for using the Lunch Menu Template

**Note: Unless you have Adobe Acrobat Pro, you will not be able to save your work on the PDF form.*

Please print before closing.

1. Circle **Age Group**
2. Fill in the **Year**
3. Fill in the **Date or Date Range** of the week at the top of the form, OR circle **Cycle Rotating**.
 - a. For each Lunch Meal, include at least 5 food components:
4. Fill in the type of **Fluid Milk** you will serve.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - For children **1-2 y/o**, milk must be unflavored whole milk.
 - For children **2-5 y/o**, milk must be unflavored low-fat (1%) or unflavored fat-free (skim).
 - For children **6+ y/o**, milk must be unflavored low-fat (1%), unflavored fat-free (skim), or flavored fat-free (skim) milk.
5. Fill in the type of **Meat / Meat Alternate** that you will serve.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - A serving consists of the edible portion of cooked lean meat, poultry or fish.
 - Example; 2.2 ounces of tofu (¼ cup) containing at least 5 grams of protein is creditable as 1.0 ounce equivalent meat alternate.
 - Nuts and seeds may meet only one half of the total meat / meat alternate serving and must be complemented with another meat / meat alternate to fulfill requirements.
 - Yogurt must contain no more than 23 grams of sugar per 6 ounce serving.
6. Fill in the type(s) of **Vegetable** that you will serve.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - Choose a variety of fresh, frozen or canned vegetables.
 - A vegetable may be used to meet the entire fruit requirement.
 - When two vegetables are served, 2 different types of vegetables must be served.
7. Fill in the type of **Fruit** that you will serve.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - Choose a variety of fresh, frozen, canned or dried fruits.
 - A vegetable may be used to meet the entire fruit requirement.
 - When two vegetables are served, 2 different types of vegetables must be served.
8. Fill in the type of **Grains** that you will serve.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - Breads and grains must be whole-grain or enriched.
 - Cereal must be whole-grain, enriched, or fortified.

- Cereal must contain no more than 6 grams of sugar per 1 ounce serving.
 - At least one serving per day, across all eating occasions, must be “whole grain-rich”.
 - When Whole Grain (**WG**) food components are served, they should be labeled “**WG**”.
 - Grain Based Desserts do not count toward meeting the grain requirement.
9. Refer to the “Lunch Meal Pattern Chart” for *minimum* required portions.
- a. [USDA Child Meal Pattern Charts](#)
10. **DOUBLE CHECK:** to see that you have included the following All 5 meal components required for a creditable Lunch Meal each day of the week:
- a. Fluid Milk
 - b. Meat / Meat Alternate
 - c. Vegetable
 - d. Fruit
 - e. Grain

SAMPE LUNCH MENU

Note: Serving Sizes listed below are specified for children 3-5 years old.

Week 1

<p>*Kalua Pig & Cabbage</p> <ul style="list-style-type: none"> • Hapa rice (brown & enriched white rice) • Watermelon • Milk 1% 	<p>*Lentil, Bean and Veggie Soup</p> <ul style="list-style-type: none"> • Whole wheat toast • Mashed potatoes • Sliced Bananas • Yogurt • Milk 1% 	<p>*WG Spaghetti with Turkey Vegetable Marinara sauce</p> <ul style="list-style-type: none"> • Mixed vegetables • Pineapple • Milk 1% 	<p>*Beef Tomato Vegetable Stir-Fry</p> <ul style="list-style-type: none"> • Brown rice • Cantaloupe • Milk 1% 	<p>*USDA Child Nutrition Labeled Fish Sticks</p> <ul style="list-style-type: none"> • Whole wheat toast • Steamed cauliflower • Mandarin orange • Milk 1%
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Week 2

<p>*Turkey Dog (cut in half lengthwise) (1) on</p> <ul style="list-style-type: none"> • WG hotdog bun • WG crackers • Corn (canned) • Peaches • Milk 1% 	<p>*Beef Stew with Vegetables</p> <ul style="list-style-type: none"> • Brown rice • Honeydew melon diced • Milk 1% 	<p>*WG Burrito with Baked Beans, Cheese Shredded lettuce & homemade salsa</p> <ul style="list-style-type: none"> • Pears • Milk 1% 	<p>*Pork Tofu (1 oz pork, .5 oz tofu)</p> <ul style="list-style-type: none"> • Brown rice • Peas (canned) • Clementine • Milk 1% 	<p>*Tuna Salad Sandwich</p> <ul style="list-style-type: none"> • WG Bread with lettuce & tomato • String cheese (1 oz.) • Steamed broccoli • Sliced apples • Milk 1%
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Week 3

<p>*WG Macaroni & Cheese with Ham slice (1 oz.)</p> <ul style="list-style-type: none"> • Asparagus • Starfruit • Milk 1% 	<p>*Fried Rice (Brown Rice) with Turkey Bacon, Ham, Eggs, Peas & Carrots</p> <ul style="list-style-type: none"> • Celery sticks • Applesauce • Milk 1% 	<p>*Baked Panko Crusted Fish</p> <ul style="list-style-type: none"> • Brown Rice • Spinach (frozen) • Papaya • Milk 1% 	<p>*USDA Child Nutrition Labeled Chicken Nuggets</p> <ul style="list-style-type: none"> • WG dinner roll • Carrots (frozen) • Fruit cocktail • Milk 1% 	<p>*Beef Chili with Vegetables & shredded cheese</p> <ul style="list-style-type: none"> • Brown rice • Grapes (cut in 1/2) • Milk 1%
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<u>Lunch Menu Portions:</u>	<u>Fluid Milk</u> (1%) = 3/4 cup	<u>Meats/Meat Alternates</u> = 1.5 ounce equivalent	<u>Vegetables</u> = 1/4 cup	<u>Fruits</u> = 1/4 cup	<u>Grains</u> Rice & Pasta = 1/4 cup, Breads = (1/2 slice)
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*WG = Whole Grain or Whole Grain Rich

Tips:

- Must serve **ALL 5** food components; (Fluid Milk, Meats & Meat Alternates, Fruits, Vegetables, or Grain), for a reimbursable meal.
- Unflavored low-fat (1%) or fat-free (skim) milk is appropriate for children between the ages of 2 to 5 years old.
 - Unflavored low-fat (1%), Unflavored fat-free (skim), and Flavored fat-free (skim) milk is appropriate to serve children 6 years old and older.
- Choose a variety of “whole” fruits and vegetables—fresh, frozen, canned and dried.
- At least one serving per day, across all eating occasions, must be whole grain-rich.
 - Label Whole Grain Rich foods “**WG**”
- Choose cereal with no more than 6 grams of sugar per dry ounce (28 gram) serving.
- Choose yogurt with no more than 23 grams of sugar per 6 ounce serving.
- These are **minimum** amounts. Children are allowed to be served more at your facilities discretion.
- Provide all **Brand Names** for all food items where applicable.

SNACK MENU TEMPLATE

Must serve a minimum 2 out 5 components: (Fluid Milk, Meat / Meat Alternates, Vegetables, Fruits, and Grains)

AGE GROUP: (circle one) 1-2 y/o 3-5 y/o 6-12 y/o

YEAR:

DATE RANGE:

OR

CYCLE/ROTATING

FOOD COMPONENTS

(1 item each, List food item and serving size)

AM or PM	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
FLUID MILK					
VEGETABLE					
FRUIT*					
GRAIN**					
MEAT / MEAT ALTERNATE					

* Pasteurized full strength 100% Juice may only be used for one serving per day, across all eating occasions, to meet the vegetable or fruit requirement

** At least one serving per day, across all eating occasions, must be whole grain-rich (WG) and **WG** must be indicated where applicable. Grain-Based Desserts do not count towards the grains requirement.

Instructions for using the Snack Menu Template

**Note: Unless you have Adobe Acrobat Pro, you will not be able to save your work on the PDF form.
Please print before closing.*

1. Circle **Age Group**
2. Fill in the **Year**
3. Fill in the **Date or Date Range** of the week at the top of the form, OR circle **Cycle Rotating**.
4. Circle which time period the snack served: **AM or PM**
 - a. For each snack, include at least 2 different food components.
5. Fill in the type of **Fluid Milk** you will serve.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - For children **1-2 y/o**, milk must be unflavored whole milk.
 - For children **2-5 y/o**, milk must be unflavored low-fat (1%) or unflavored fat-free (skim).
 - For children **6+ y/o**, milk must be unflavored low-fat (1%), unflavored fat-free (skim), or flavored fat-free (skim) milk.
6. Fill in the type of **Meat / Meat Alternate** that you will serve.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - A serving consists of the edible portion of cooked lean meat, poultry or fish.
 - Yogurt must contain no more than 23 grams of sugar per 6 ounce serving.
7. Fill in the type(s) of **Vegetable** that you will serve.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - Choose a variety of fresh, frozen or canned vegetables.
 - Juice must be full-strength and 100% with no added sugars.
8. Fill in the type of **Fruit** that you will serve.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - Choose a variety of fresh, frozen, canned or dried fruits.
 - Juice must be full-strength and 100% with no added sugars.
9. Fill in the type of **Grains** that you will serve.
 - a. **Fill in the serving size (cups, ounces, or grams).**
 - At least one serving per day, across all eating occasions, must be “whole grain-rich”.
 - When Whole Grain (**WG**) food components are served, they must be labeled “**WG**”.
 - Breads and grains must be whole-grain or enriched.
 - Cereal must be whole-grain, enriched, or fortified.
 - Cereal must contain no more than 6 grams of sugar per 1 ounce serving.
 - Grain Based Desserts do not count toward meeting the grain requirement.
10. Refer to the “Snack Meal Pattern Chart” for *minimum* required portions.
 - a. [USDA Child Meal Pattern Chart](#)
11. **DOUBLE CHECK:** to see that you have included the following 2 out of 5 meal components required for a creditable Snack Meal each day of the week:
 - a. Fluid Milk
 - b. Meat / Meat Alternate
 - c. Vegetable
 - d. Fruit
 - e. Grain

SAMPLE SNACK MENU (AM/PM)

Note: Serving Sizes listed below are specified for children 3-5 years old.

Week 1

AM	<ul style="list-style-type: none"> • WG crackers (4-6) • Applesauce (1/2 cup) 	<ul style="list-style-type: none"> • Frozen berries (1/2 cup) • Yogurt (1/2 cup) • Water 	<ul style="list-style-type: none"> • Celery (4-6 sticks) • Peanut Butter (1 tbsp) • Raisins (~1/8 cup) • Low-fat milk (1/2 cup) 	<ul style="list-style-type: none"> • Poi (1/2 cup) • Blueberries (1/2 cup)) • Water 	<ul style="list-style-type: none"> • Round shaped WG cereal (1/2 cup) • Low-fat milk (1/2 cup)
PM	<ul style="list-style-type: none"> • Baby carrots (6 sticks) w/ low-fat dressing • Low-fat milk (1/2 cup) 	<ul style="list-style-type: none"> • WG chips (8) • Banana sliced (1/2 cup) 	<ul style="list-style-type: none"> • String cheese (1-1 oz.) • Mini brown rice cakes (7) • Water 	<ul style="list-style-type: none"> • WG bread toasted (1/2 slice) • Cheese slice (1- .75 oz.) • Low-fat milk (½ cup) 	<ul style="list-style-type: none"> • Juice 100% (1/2 cup) • Mini bell pepper (1/2 cup) • Water

Week 2

AM	<ul style="list-style-type: none"> • Peaches canned (1/2 cup) • Cottage cheese (1/4 cup) • Water 	<ul style="list-style-type: none"> • Rice cakes (1½) • Peanut butter (1 Tbsp) • Low-fat milk (1/2 cup) 	<ul style="list-style-type: none"> • Sweet Potato sliced (1/2 cup) • Low-fat milk (1/2 cup) 	<ul style="list-style-type: none"> • Puffed WG cereal (3/4 cup) • Low-fat milk (1/2 cup) 	<ul style="list-style-type: none"> • Oatmeal, plain (1/2 cup) • Dried fruit (1/4 cup) • Water
PM	<ul style="list-style-type: none"> • Cucumber sticks (6 sticks) with low-fat dressing • Mandarin oranges (1/2 cup) • Water 	<ul style="list-style-type: none"> • Taro (kalo) diced (1/2 cup) • Steamed broccoli (1/2 cup) 	<ul style="list-style-type: none"> • WG tortilla (1/2 slice) • Cold cuts (1/2 oz) • Cheese slice (1 - .75 oz.) • Water 	<ul style="list-style-type: none"> • Egg salad (½ egg per serving) • Soda crackers (4) • Water 	<ul style="list-style-type: none"> • Baby carrots with low-fat dressing (4-6 sticks) • WG crackers (4-6) • Low-fat milk (1/2 cup)

Week 3

AM	<ul style="list-style-type: none"> • WG bread (1/2 slice) • Peanut Butter (1 Tbsp) • Jam (1 tsp)) • Low-fat milk (1/2 cup) 	<ul style="list-style-type: none"> • WG waffle (1/2) • Orange slices (1/2 cup) • Water 	<ul style="list-style-type: none"> • Apple wedges (½ cup) • Cheese Stick (1-1 oz) • Water 	<ul style="list-style-type: none"> • Tofu (1/4 cup) with Furikake seasoning • WG Crackers (4-6) • Low-fat milk (½ cup) 	<ul style="list-style-type: none"> • Melon diced (1/2cup) • WG English muffin (1/2) • Water
PM	<ul style="list-style-type: none"> • Orange wedges (1/2 cup) • Pretzels hard mini twist (7-8) • Water 	<ul style="list-style-type: none"> • Breadfruit (Ulu) diced (1/2 cup) • Dried fruit (1/4 cup) • Water 	<ul style="list-style-type: none"> • Pears sliced (1/2 cup) • WG Crackers (4-6) • Low-fat milk (1/2 cup) 	<ul style="list-style-type: none"> • Granola (¼ cup) • Yogurt (¼ cup) • Water 	<ul style="list-style-type: none"> • Flake shaped WG cereal (1/2 cup) • Low-fat milk (1/2 cup)

***WG = Whole Grain or Whole Grain Rich**

Tips:

- Must serve **2 out of 5** food components; (Fluid Milk, Meats & Meat Alternates, Fruits, Vegetables, or Grain), for a reimbursable meal.
- Unflavored low-fat (1%) or fat-free (skim) milk is appropriate for children between the ages of 2 to 5 years old.
 - Unflavored low-fat (1%), Unflavored fat-free (skim), and Flavored fat-free (skim) milk is appropriate to serve children 6 years old and older.
- Choose a variety of “whole” fruits and vegetables—fresh, frozen, canned and dried.
- At least one serving per day, across all eating occasions, must be whole grain-rich.
 - Label Whole Grain Rich foods “**WG**”
- Choose cereal with no more than 6 grams of sugar per dry ounce (28 gram) serving.
- Choose yogurt with no more than 23 grams of sugar per 6 ounce serving.
- These are **minimum** amounts. Children are allowed to be served more at your facilities discretion.
- Provide all **Brand Names** for all food items where applicable.

Keep Your Children Safe

Choking

Generally, hard, round, thick and sticky or slippery foods have the potential to cause choking in young children under four years of age. Examples of such foods are listed below:

- Hot dogs
- Nuts and seeds
- Large chunks of meat or cheese
- Whole grapes
- Popcorn
- Chunks of peanut butter
- Hard, raw vegetables
- Large fruit chunks
- Chewing gum; hard, gooey, or sticky candy

You can take precautions by:

1. Creating menus that reflect the developmental abilities of the ages of children served.
 - Cut foods up so that they are manageable and developmentally appropriate for young children and toddlers to chew and swallow safely.
 - Examples:
 - Do not leave hot dogs or grapes whole or sliced into rounds. Cut hot dogs and grapes in half, lengthwise in thin slices where appropriate.
 - Blanch or steam hard vegetables to make them softer for your children to bite and chew.
2. Supervise your children during mealtime to ensure they are sitting comfortably, upright while eating and not running, playing or lying down with food in their mouth.
3. Teach children to chew their foods well.

Check out the American Academy of Pediatrics website “Q & A on Choking Hazards” for further information on preventing choking accidents from occurring in your center:

- www.healthychildren.org/English/health-issues/injuries-emergencies/Pages/Choking-Prevention.aspx

*Remember that other household items (example: toys, plastic bags, etc.) can also pose a choking risk for young children.

Allergies

Food allergies occur when a person's immune system reacts to certain types of foods after being ingested. Symptoms of a food allergy can occur within minutes to a few hours and may be mild to severe. Symptoms may include:

- Hives
- Itchy skin rashes, eczema
- Swelling of the tongue and throat
- Tingling sensation in the mouth
- Difficulty breathing, wheezing
- Sneezing
- Nausea, cramps
- Vomiting
- Diarrhea
- Circulation symptoms
- Pale skin
- Light-headedness
- Loss of consciousness

The reaction can be life threatening and can require immediate medical attention. Any food can cause an allergic reaction, however the following eight foods are the most common:

- 1) Milk
- 2) Eggs
- 3) Fish (bass, flounder, cod)
- 4) Crustacean shellfish (crab, lobster, shrimp)
- 5) Tree nuts (almonds, walnuts, pecans)
- 6) Peanuts
- 7) Wheat
- 8) Soy

Keep an eye out for these eight foods which are required to be listed on food labels. Check out this handout from the Food & Drug Administration on [Food Allergies](#) for examples of what to look for on food packages.

You can take precautions by communicating with parents and pediatricians and staying up to date on your children's changing sensitivities. Stringent record keeping of menus and foods served will also help to pinpoint any particular allergens that may cause or have caused a reaction. Children should be supervised during mealtime to ensure that no foods are inappropriately shared. Caregivers should receive training on preventing exposure to allergen(s), recognizing the symptoms of, and treating an allergic reaction.

For further information, visit these websites:

- The Food Allergy and Anaphylaxis Network: www.foodallergy.org/
 - The American Academy of Pediatrics: <https://www.healthychildren.org/English/healthy-living/nutrition/Pages/Food-Allergies-in-Children.aspx>

Be Safe

Storing, preparing, cooking, serving, and handling foods properly can greatly reduce your chances that you or the children you care for will get sick; so BE SAFE. Food borne illness, often called “food poisoning,” results from eating contaminated foods that may have been handled improperly. A food borne illness may develop within half an hour to a few days, while some may occur as long as two or more weeks after eating contaminated foods.

Symptoms of a food borne illness can include:

- Nausea, cramps
- Vomiting
- Diarrhea
- Mild Fever

Food borne illnesses are unpleasant for anyone, but can be particularly dangerous for older adults, people with weakened immune systems, infants and children, and pregnant women.

Fortunately, **FOODBORNE ILLNESS IS PREVENTABLE**.

Here are some keys to safe food handling:

1. **Buy cold foods last, get it home fast.**
 - Shop for frozen and refrigerated foods and hot items from the deli last, just before going to the checkout counter.
 - Check the “sell-by” or “pull” date (how long the grocer can keep the produce for sale on the shelf) and “use-by” (how long you can keep the product at home at its best quality) date on packages before you buy.
2. **Keep food safe – refrigerate.**
 - After arriving home from shopping, unload the perishable foods first, going directly from the car to the refrigerator or freezer.
3. **Wash your hands.**
 - Wash your hands with soap and hot water for at least 20 seconds before starting any food preparation.
 - If you stop to do something else, like use the bathroom, change a diaper, blow your nose, or touch a pet, be sure to wash your hands again before continuing food preparation.
4. **Keep everything clean.**
 - Never chop produce or other ready-to-eat foods on a cutting board that was used for raw meat or poultry. You must:
 - Clean with hot, soapy water and rinse.

- Sanitize the board
- *Sanitizing solution = 1 Tablespoon liquid bleach + 1 gallon of water
- Leave wet for 2 minutes
- Allow to air-dry
- Change kitchen towels often and launder in hot water.
- Clean sponges and dishcloths frequently, using soap and hot water.
 - Disinfect in a *sanitizing solution; soak for two minutes; rinse and air dry.
 - Do this once a week or more often as needed.

5. Thaw frozen food in the refrigerator.

- Plan ahead and thaw frozen foods in the refrigerator, on the lowest shelf.
- Thaw foods on a plate or in a plastic bag to collect any juices and moisture.

6. Cook foods thoroughly.

Product	Internal, cooked temperature (°F)
All cooked leftovers (reheated)	165°
Poultry (whole, breast, thigh, wing)	165°
Ground poultry	165°
Ground meat	160°
Egg	160°
Fish	145°
*Beef, pork, ham	145°

*Cook whole cuts of meat (beef, pork, ham) to an internal temperature of 145°, then allow meat to rest for 3 minutes before carving or consuming.

7. Keep hot foods hot, cold foods cold.

- Do not mix fresh (unserved) food with food that has already been out for serving.

8. Don't wait – refrigerate leftovers.

- Refrigerate foods within 2 hours after cooking.

*Remember that unsafe food does not always smell, taste or look bad. **When in doubt, throw it out.**

Check out these websites for further information on food safety:

- USDA Food Safety and Inspection Service Fact Sheets
 - www.fsis.usda.gov/wps/portal/fsis/topics/food-safety-education/get-answers/food-safety-fact-sheets
- USDA Food Safety and Inspection Service facts on Food Product Dating
 - <https://www.fsis.usda.gov/wps/portal/fsis/topics/food-safety-education/get-answers/food-safety-fact-sheets/food-labeling/food-product-dating/food-product-dating>
- The Partnership for Food Safety Education (PFSE), a consumer food safety resource:
 - www.fightbac.org/index.php
- Centers for Disease Control and Prevention's "Clean Hands Save Lives"
 - www.cdc.gov/handwashing/



WEBSITE RESOURCES

Agency Resources:

- American Academy of Pediatrics
 - www.aap.org/
- Child and Adult Care Food Program
 - <http://hcnp.hawaii.gov/overview/cacfp/>
- The Hawaii Association for the Education of Young Children
 - www.hawaiiaeyc.org/
- The Hawaii Department of Education
 - <http://doe.k12.hi.us/>
- National Resource Center for Health and Safety in Child Care and Early Education
 - <http://nrckids.org>
- The Nutrition Education for Wellness (NEW) Program
 - www.ctahr.hawaii.edu/new
- State of Hawaii, Department of Education: Hawaii Child Nutrition Program
 - <http://hcnp.hawaii.gov/>
- State of Hawaii Department of Human Services
 - <http://hawaii.gov/dhs>
- State of Hawaii Department of Human Services
 - <https://health.hawaii.gov/>

Menu Planning Resources:

- USDA CACFP Meal Patterns
 - www.fns.usda.gov/cacfp/meals-and-snacks
- USDA Food Buying Guide
 - www.fns.usda.gov/tn/resources/foodbuyingguide.html
- USDA Food Buying Guide for Child Nutrition Programs Interactive Web-Based Tool
 - <https://foodbuyingguide.fns.usda.gov/MasGuestUsers/GuestUserLogin?ReturnUrl=%2FHome%2FHome>
- USDA Recipes for Child Care
 - <https://theicn.org/cnrb/>
- USDA Team Nutrition Healthy Meals Resource System
 - <https://www.fns.usda.gov/tn/team-nutrition-recipes>

Food Safety Resources:

- American Academy of Pediatrics - Choking Hazards
 - www.healthychildren.org/English/health-issues/injuries-emergencies/Pages/Choking-Prevention.aspx
- American Academy of Pediatrics - Food Allergies
 - www.healthychildren.org/english/healthy-living/nutrition/pages/Food-Allergies-in-Children.aspx
- The Germ City: an educational project to enhance awareness and improve the effectiveness of hand washing.
 - www.ctahr.hawaii.edu/new/GermCity/
- The Partnership for Food Safety Education (PFSE), a consumer food safety resource:
 - www.fightbac.org/index.php
- USDA Food Safety and Inspection Service facts on “Safe Food Handling”
 - <https://www.fsis.usda.gov/wps/portal/fsis/topics/food-safety-education/get-answers/food-safety-fact-sheets/safe-food-handling>
- USDA Food Safety and Inspection Service facts on Food Product Dating
 - www.fsis.usda.gov/wps/portal/fsis/topics/food-safety-education/get-answers/food-safety-fact-sheets/food-labeling/food-product-dating/food-product-dating
- Keeping Bag Lunches Safe
 - www.fsis.usda.gov/wps/portal/fsis/topics/food-safety-education/get-answers/food-safety-fact-sheets/safe-food-handling/keeping-bag-lunches-safe/ct_index

General Nutrition Resources:

- ChooseMyPlate
 - www.choosemyplate.gov/
- Proteins – Nutrition.gov
 - <https://www.nutrition.gov/topics/whats-food/proteins>
- Fruits and Veggies More Matters
 - <https://www.nal.usda.gov/fnic/fruit-and-vegetable-information>
 - <https://www.fns.usda.gov/ffvp/fresh-fruit-and-vegetable-program>
- Nutrition Education for Wellness – Resources
 - www.ctahr.hawaii.edu/new/resources.htm
- USDA Core Nutrition Messages
 - www.fns.usda.gov/core-nutrition/core-nutrition-messages
- USDA Nutrition for Child Care Providers
 - www.fns.usda.gov/tn/child-care-providers

REFERENCES

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State of Hawaii Department of Human Services. Administrative Rules for Programs. <http://humanservices.hawaii.gov/admin-rules-2/admin-rules-for-programs/>
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