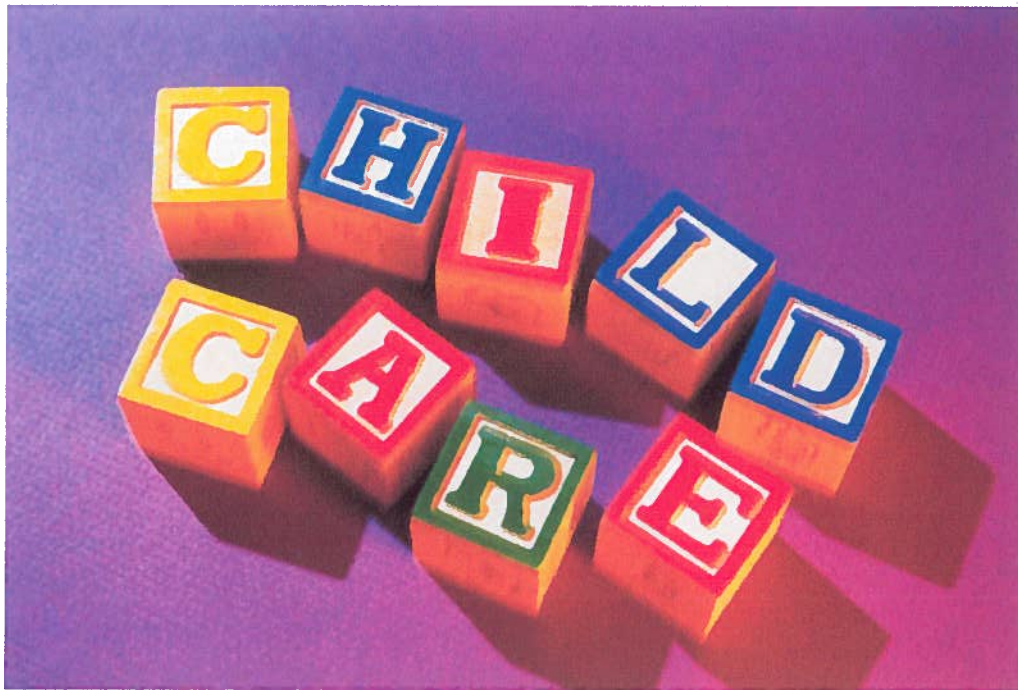


# Food and Nutrition

With Excerpts from the MSDE Child and Adult Food Program

Maryland State Department of Education  
Division of Early Childhood Development  
Office of Child Care

## Resource Guide



Excerpts from MSDE Child and Adult Care Food Program's Website at  
[www.marylandpublicschools.org/msde/programs/schoolnutrition/nutr\\_prog/childcare.htm](http://www.marylandpublicschools.org/msde/programs/schoolnutrition/nutr_prog/childcare.htm)

2015

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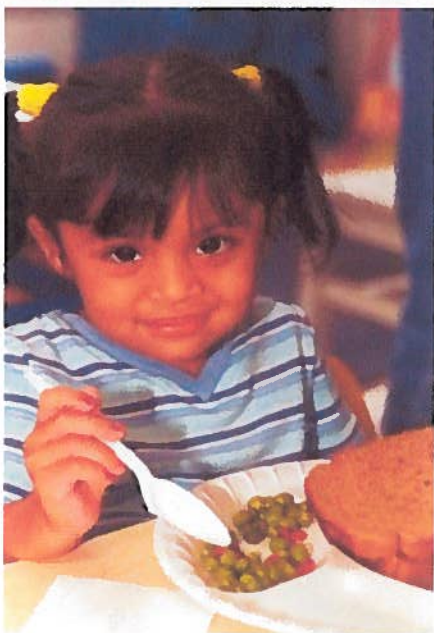


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# THE CHILD AND ADULT CARE FOOD PROGRAM: *A Resource for Child Care Centers and Homes*

## Building For Their Future and Yours



The Child and Adult Food Care Program (CACFP) provides cash reimbursement to eligible child care centers and family child care homes to supplement the cost of nutritious meals. The program is funded by the U.S. Department of Agriculture (USDA) and is administered by Maryland State Department of Education's (MSDE) School and Community Nutrition Programs Branch and various Maryland sponsoring organizations.

- **Child Care Centers** receive an average of **\$23,407** per year in cash reimbursements!<sup>†</sup>
- **A Family Child Care Home Provider** caring for 6 children could receive up to **\$6,630** per year.<sup>††</sup>

By participating in CACFP you will be able to buy more nutritious food and teach children healthy eating habits that last a lifetime.

### Interested in Learning More?

**Child Care Centers** may contact MSDE's School and Community Nutrition Programs Branch at 410-767-0214

**Family Child Care Homes** may contact a Maryland Sponsoring Organization listed below:

#### Baltimore City:

*The Family League of Baltimore: 410-662-5500*

*The Planning Council: 410-296-2512 or 800-410-9774*

#### Carroll County:

*Human Services Programs of Carroll County, Inc.:*

*410-857-2999*

#### Cecil County:

*Cecil County Board of Commissioners: 410-996-0173*

#### Frederick County:

*Frederick County Department of Social Services:*

*301-600-2416*

#### Montgomery County:

*Montgomery County Public Schools: 301-548-7505*

#### Prince George's County

*Prince George's County Public Schools: 301-780-5810*

#### For all other counties:

*The Planning Council: 800-410-9774 or 410-296-2512*

**Good Nutrition • For Learning • For Living**

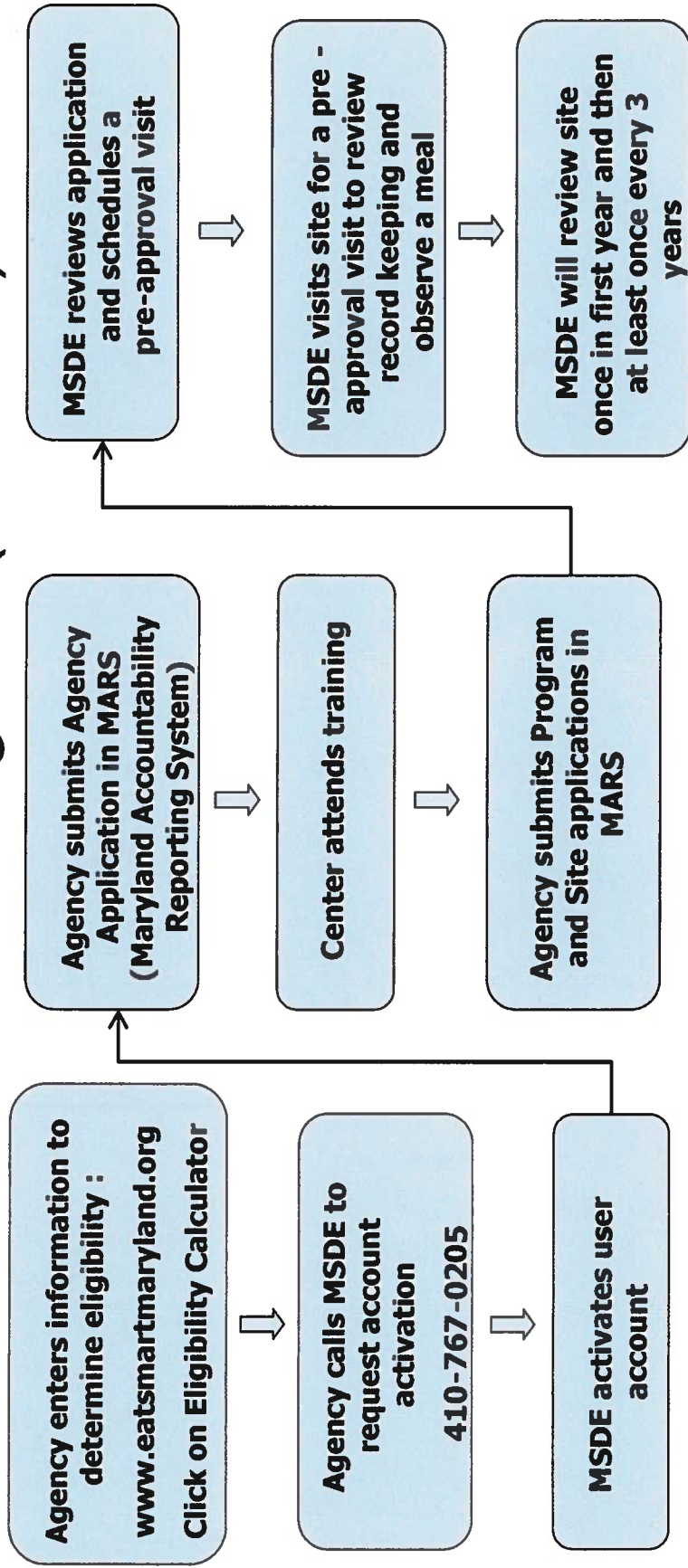
**[www.eatsmartmaryland.org](http://www.eatsmartmaryland.org)**



<sup>†</sup>Calculation on average based on total reimbursement payments for 2010-2011 and average number of sites reported in September 2011.

<sup>††</sup>Calculation based on 2012 CACFP Federal Reimbursement Table for Tier 1.

# Steps to participate in the Child and Adult Care Food Program (CACFP)



Interested? Contact 410-767-0214 or visit [www.eatsmartmaryland.org](http://www.eatsmartmaryland.org)



*MSDE and USDA are equal opportunity providers.*

March 2014

**Office of Child Care Food Service Regulations**

<p><b>Child Care Centers/Letters Of Compliance</b>  <b>13A.16.12. 01</b>      <b>13A.17.12.01</b></p>	<p><b>Family Child Care Homes</b> <b>13A.15.12.01</b></p>	<p><b>Large Family Child Care Homes</b> <b>13A.18.12.01</b></p>								
<p>A. Food and Beverages.                      (1) Food and beverages that are furnished by an operator for meals or snacks, or both, shall comply with the guidelines of the <b>Child and Adult Care Food Program of the U.S. Department of Agriculture</b>, as indicated on a chart supplied by the office.                      (2) For children in care, the operator shall furnish:                      (a) All beverages, including beverages for meals and snacks; and                      (b) Milk with all meals.                      (3) A beverage furnished by the operator may not contain an added sweetener or caffeine, except for:                      (a) <b>Infant formula: or</b>                      (b) <b>A beverage prescribed for a child by a health care provider.</b>                      (4) If a child is:                      (a) Younger than 2 years old, milk furnished to the child shall be supplied or approved by the child's parent; or                      (b) 2 years old or older, milk furnished to the child by the operator shall be 1% fat milk or nonfat milk, unless otherwise ordered by a health care provider or requested by the child's parent.                      (5) The operator may arrange with a child's parent to furnish milk of a type that is different from the milk ordinarily furnished by the operator.                      (6) The operator shall keep a supply of nutritious food on hand in order to provide food to a child whose parent has not supplied:                      (a) Food for meals or snacks; or                      (b) Sufficient food to meet the standards of the Child and Adult Care Food Program of the U.S. Department of Agriculture.                      B. Hours of Operation. If a center operates:</p>	<p>A. Food and beverages that are furnished by a provider for meals or snacks, or both, shall comply with the guidelines of the <b>Child and Adult Care Food Program of the U.S. Department of Agriculture</b>, as indicated on a chart supplied by the office.                      B. For children in care, the provider shall furnish:                      (1) All beverages, including beverages for meals and snacks; and                      (2) Milk with all meals.                      C. A beverage furnished by the provider may not contain an added sweetener or caffeine, except for:                      (1) <b>Infant formula: or</b>                      (2) <b>A beverage prescribed for a child by a health care provider.</b>                      D. If the child is:                      (1) Younger than 2 years old, milk furnished to the child shall be supplied or approved by the child's parent; or                      (2) 2 years old or older, milk furnished to the child by the provider shall be 1% fat milk or nonfat milk, unless otherwise ordered by a health care provider or requested by the child's parent.                      E. The provider may arrange with the child's parent to furnish milk of a type that is different from the milk ordinarily furnished by the provider.                      F. Except during approved hours of overnight care, a provider shall serve meals and snacks at intervals of not more than 3 hours according to the following schedule:</p> <table border="1" data-bbox="1274 724 1445 1207"> <tr> <td>If a child is at providers home for:</td> <td>The child shall receive at least:</td> </tr> <tr> <td>Less than 4 consecutive hours</td> <td>1 snack</td> </tr> </table>	If a child is at providers home for:	The child shall receive at least:	Less than 4 consecutive hours	1 snack	<p>A. Food and beverages that are furnished by a provider for meals or snacks, or both, shall comply with the guidelines of the <b>Child and Adult Care Food Program of the U.S. Department of Agriculture</b>, as indicated on a chart supplied by the office.                      B. For children in care, the provider shall furnish:                      (1) All beverages, including beverages for meals and snacks; and                      (2) Milk with all meals.                      C. 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Less than 4 consecutive hours	1 snack									
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Less than 4 consecutive hours	1 snack									

(1) 4 or more consecutive hours a day, the operator shall furnish either:

- (a) All meals and snacks; or
  - (b) Snacks; or
- (2) Less than 4 consecutive hours a day, the operator shall either:

(a) Furnish food and beverages for meals or snacks; or both; or

(b) Make arrangements with the parent of a child to provide food and beverages for meals or snacks, or both

C. Except during approved hours of overnight care, an operator shall serve meals and snacks at intervals of not more than 3 hours according to the following schedule:

If a child is at providers home for:	The child shall receive at least:
Less than 4 consecutive hours	1 snack
4 to 7 consecutive hours	1 meal and 1 snack
7 to 11 consecutive hours	1 meal and 2 snacks or 2 meals and 1 snack
11 to 14 consecutive hours	2 meals and 2 snacks or 3 meals and 1 snack

D. If an operator chooses not to provide meals, the operator shall make arrangements with the parent of each child to provide food for meals.

E. Menus. An operator shall:

(1) Post in a conspicuous place a weekly planned menu of foods and beverages furnished by the provider for meals and snacks; and

(2) Keep a dated record of food actually served in the center, and to each child on a modified diet, on file for at least 4 weeks, correcting the planned menu if necessary.

4 to 7 consecutive hours

7 to 11 consecutive hours

11 to 14 consecutive hours

1 meal and 1 snack

1 meal and 2 snacks or 2 meals and 1 snack

2 meals and 2 snacks or 3 meals and 1 snack

G. If a provider chooses not to provide meals, the provider shall make arrangements with the parent of each child to provide food for meals.

4 to 7 consecutive hours

7 to 11 consecutive hours

11 to 14 consecutive hours

1 meal and 1 snack

1 meal and 2 snacks or 2 meals and 1 snack

2 meals and 2 snacks or 3 meals and 1 snack

G. If a provider chooses not to provide meals, the provider shall make arrangements with the parent of each child to provide food for meals.

H. A provider shall keep a supply of nutritious food on hand in order to provide food to a child whose parent has not supplied:

- (1) Food for meals or snacks; or
- (2) Sufficient food to meet the standards of the Child and Adult Care Food Program of the U.S.

Department of Agriculture.

I. Menus. A provider shall:

(1) Post in a conspicuous place a weekly planned menu of foods and beverages furnished by the provider for meals and snacks; and

(2) Keep a dated record of food actually served in the home, and to each child on a modified diet, on file for at least 4 weeks, correcting the planned menu if necessary.

**Note: A family child care provider or a child care center operator may accept a beverage from a parent for a child in care as long as it does not contain added sugar. For a list of beverages with no added sugar, go to [www.sugarfreeskidsmd.org](http://www.sugarfreeskidsmd.org). However, the decision to allow parents to provide beverages (other than for a modified diet prescribed by a health care provider) is solely up to the provider or operator.**



# Maryland State Department of Education Child and Adult Care Food Program

## MEAL PATTERN REQUIREMENTS: INFANTS

MEAL TYPE	Birth - 3 months	4 - 7 months	8 - 11 months
<b>BREAKFAST</b>			
Breast Milk or Infant Formula	4-6 fluid oz.	4-6 fluid oz.	6-8 fluid oz.
Infant Cereal		0-3 Tbsp. *	2-4 Tbsp.
Fruit or vegetable or both			1-4 Tbsp.
<b>SNACK</b>			
Breast Milk or Infant Formula	4-6 fluid oz.	4-6 fluid oz.	2-4 fluid oz.
Or 100% fruit juice in a cup			2-4 fluid oz.
Bread or Crackers (optional)			0-1/2 slice or 0-2 crackers
<b>LUNCH/SUPPER</b>			
Breast Milk or Infant Formula	4-6 fluid oz.	4-8 fluid oz.	6-8 fluid oz.
Infant Cereal		0-3 Tbsp.*	2-4 Tbsp. and/or a eat/ meat alternate
Fruit or vegetable or both		0-3 Tbsp.*	1-4 Tbsp.
Meat/Alternate			1-4 Tbsp. <u>Or</u> 1/2-2 oz. cheese

- Only offer to infants if they are developmentally ready.
- Formula must be iron-fortified infant formula. The formula must be intended as the sole source of food for normal, healthy infants, and must be served in the liquid state at the manufacturer's recommended dilution.
- Cereal must be iron-fortified, dry infant cereal. Infant cereal is often mixed with breast milk or formula.
- Fruit juice must be full-strength.
- Bread or crackers must be made from whole-grain or enriched meal or flour.
- A meat/meat alternate can be: meat, fish, poultry, egg yolk, cooked dry beans, dried peas, cottage cheese, cheese food, or cheese spread. **Nuts, seeds or nut butters are not allowed as a meat alternate.**



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# Maryland State Department of Education Child and Adult Care Food Program

## MEAL PATTERN REQUIREMENTS: AGES 1-12

MEAL	1-2 YEARS	3-5 YEARS	6-12 YEARS
<b>BREAKFAST</b>			
Fluid Milk	½ cup	¾ cup	1 cup
Vegetable & or Fruit or 100% Juice	¼ cup	½ cup	½ cup
Cereal/Bread Alternate	⅓ ounce/½ slice	½ ounce/½ slice	1 ounce/1 slice
<b>SNACK (choose 2 of the 4 components)</b>			
Fluid Milk	½ cup	½ cup	1 cup
Vegetable/Fruit	½ cup	½ cup	¾ cup
Bread/Alternate	½ slice	½ slice	1 slice
Meat/Alternate	½ ounce	½ ounce	1 ounce
<b>LUNCH/SUPPER</b>			
Fluid Milk	½ cup	¾ cup	1 cup
Meat/Alternate	1 ounce	1 ½ ounce	2 ounces
Bread/Alternate	½ slice	½ slice	1 slice
Vegetable and/or Fruit (2 servings total)	¼ cup	½ cup	¾ cup

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Rev 7/09





Maryland State Department of Education: Child and Adult Care Food Program

WEEKLY MENU PLANNER

Week of \_\_\_\_\_ Year \_\_\_\_\_

MEAL REQUIREMENTS	PORTION SIZES			MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	Age 1-2	Age 3-5	Age 6-12							
<b>BREAKFAST</b>										
Fluid Milk	1/2 cup	3/4 cup <sup>2</sup>	1 cup <sup>2</sup>							
Fruit OR vegetable	1/4 cup	1/2 cup	1/2 cup							
Bread OR bread alternate OR cereal	1/2 slice 1/4 cup	1/2 slice 1/3 cup	1 slice 3/4 cup							
<b>SNACK-Choose 2</b>										
1										
Fluid Milk	1/2 cup	1/2 cup <sup>2</sup>	1 cup <sup>2</sup>							
Fruit OR vegetable	1/2 cup	1/2 cup	3/4 cup							
Bread OR bread alternate OR cereal	1/2 slice 1/4 cup	1/2 slice 1/3 cup	1 slice 3/4 cup							
Meat or meat alternate	1/2 oz	1/2 oz	1 oz							
<b>LUNCH or SUPPER</b>										
Fluid Milk	1/2 cup	3/4 cup <sup>2</sup>	1 cup <sup>2</sup>							
Meat/poultry/fish OR	1 oz	1 1/2 oz	2 oz							
Cheese OR	1 oz	1 1/2 oz	2 oz							
Large egg OR	1/2	3/4	One							
Peanut butter OR	2 tbsp	3 tbsp	4 tbsp							
Dried beans & peas OR	1/4 cup	3/8 cup	1/2 cup							
Yogurt	1/2 cup	3/4 cup	1 cup							
2 different fruits OR 2 different vegetables OR 1 fruit and 1 vegetable	1/4 cup	1/2 cup	3/4 cup							
Bread OR bread alternate, OR pasta OR rice	1/2 slice 1/4 cup	1/2 slice 1/4 cup	1 slice 1/2 cup							

1 Juice may not be served when milk is the only other component served at snack. 2MSDE recommends children over age two receive low-fat (1%) or fat-free (skim) milk.

## Infant/Toddler Daily Food Intake and Activities

Child's Name \_\_\_\_\_ Date \_\_\_\_\_

### FOOD INTAKE

Meal Type	Food Served	% of Total Intake
<b>Breakfast</b>	_____	___ 100%
	_____	___ 75%
	_____	___ 50%
	_____	___ 25%
	_____	
<b>Lunch</b>	_____	___ 100%
	_____	___ 75%
	_____	___ 50%
	_____	___ 25%
	_____	
<b>Dinner</b>	_____	___ 100%
	_____	___ 75%
	_____	___ 50%
	_____	___ 25%
	_____	
<b>Snacks</b>	<b>A.M.</b>	___ 100%
	_____	___ 75%
	_____	___ 50%
	_____	___ 25%
	_____	
	<b>P.M.</b>	___ 100%
	_____	___ 75%
	_____	___ 50%
	_____	___ 25%
	_____	

**NAPS:** \_\_\_ YES      Time(s): (1) \_\_\_ until \_\_\_      (2) \_\_\_ until \_\_\_      (3) \_\_\_ until \_\_\_

Comments (if any) \_\_\_\_\_

\_\_\_ NO      Reason: \_\_\_\_\_

**PLAYTIME:** \_\_\_\_\_

**OTHER INFORMATION:** \_\_\_\_\_





200 West Baltimore Street • Baltimore, MD 21201 • 410-767-0100 • 410-333-6442 TTY/TDD • MarylandPublicSchools.org

**MEMORANDUM**

**TO:** Child and Adult Care Food Program Institutions CACFP Centers  
Memo #20-11  
CACFP Family Child Care Homes Memo #22-11

**FROM:** Robin Ziegler, Chief *RZ*  
School and Community Nutrition Programs Branch

**DATE:** June 27, 2011

**SUBJECT:** Water Availability during Child and Adult Care Food Program Meal Service

---

The purpose of this memo is to provide guidance on implementation of a provision included in the Healthy, Hunger-Free Kids Act of 2010 (the Act), Public Law 111-296, requiring that potable water be available to children in the Child and Adult Care Food Program (CACFP).

This new provision requires child care centers, family child care homes, at-risk afterschool programs, and shelters participating in the CACFP to make drinking water available to children, as nutritionally appropriate. Although this requirement does not apply to adult day care centers, those centers and providers are encouraged to ensure that drinking water is available to participants. Throughout the day, including at meal times, water should be made available to children to drink upon their request, but does not have to be available for children to self-serve. For example water may be made available by:

- Having cups available next to the kitchen sink faucet.
- Having water pitchers and cups set out.
- Simply providing water to a child when it is requested.

While potable water **must** be made available to children during meal times, it is not part of the reimbursable meal and may not be served in lieu of fluid milk. We expect that this provision can be instituted with no or very low cost. However, circumstances may arise in which safe water is not readily available in a facility. In these instances, purchasing water for children may be considered a reasonable and allowable cost for participating facilities. The purchasing of water will continue to be an unallowable cost if purchased for adult or employee consumption.

The 2010 Dietary Guidelines for Americans do not establish a daily minimum intake for water consumption, but do recommend that water be consumed daily. However, caregivers should not serve young children too much water before and during meal times; excess water may lead to meal displacement, reducing the amount of food and milk consumed by the children. Centers and providers should serve water with snacks when no other beverage is being served, and in lieu of other high calorie, sweetened beverages (juice or other beverages) that are served outside of meal times.

This requirement is effective immediately and centers should comply as soon as possible. Full compliance is mandatory by October 1, 2011. If you have questions regarding information in this memo, contact a Program Specialist at 410-767-0214.

RZ:kd

c: Program Specialists



Bernard J. Sadusky, Ed.D.  
Interim State Superintendent of Schools

200 West Baltimore Street • Baltimore, MD 21201 • 410-767-0100 • 410-333-6442 TTY/TDD • MarylandPublicSchools.org

## MEMORANDUM

**TO:** Child and Adult Care Food Program Institutions CACFP Centers Memo #21-11  
CACFP Family Child Care Homes Memo #25-11

**FROM:** Robin Ziegler, Chief *RZ*  
School and Community Nutrition Programs Branch

**DATE:** July 18, 2011

**SUBJECT:** Child Nutrition Reauthorization 2010: Nutrition Requirements for Fluid Milk and Fluid Milk Substitutions in the Child and Adult Care Food Program

---

The purpose of this memo is provide guidance on the implementation of the Healthy, Hunger Free Kids Act of 2010 (the Act), Public Law 111-296, which modified requirements for fluid milk and fluid milk substitutions in the Child and Adult Care Food Program (CACFP).

Section 221 of the Act amends section 17(g) of the Richard B. Russell National School Lunch Act [42 U.S.C. 1766(g)] by requiring that fluid milk served in the CACFP be consistent with the most recent version of the Dietary Guidelines for Americans and allowing the substitution of non dairy beverages that are nutritionally equivalent to fluid milk in cases of special dietary needs.

### **Fat-Free and Low-Fat Milk**

Milk served in the CACFP must be consistent with the most recent version of the Dietary Guidelines for Americans. The 2010 Dietary Guidelines recommend that persons over two years of age consume fat-free (skim) or low-fat (one percent) fluid milk. Therefore, fluid milk served in CACFP to participants two years of age and older must be: fat-free or low-fat milk, fat-free or low-fat lactose reduced milk, fat-free or low-fat lactose free milk, fat-free or low-fat buttermilk, or fat-free or low-fat acidified milk. Milk served must be pasteurized fluid milk that meets State and local standards, and may be flavored or unflavored. Whole milk and reduced-fat (two percent) milk may not be served to participants over two years of age.

Because the Dietary Guidelines for Americans do not address milk served to children under the age of two, our requirements relating to children in this age group are unchanged at this time.

July 18, 2011

Page 2 of 2

### **Nondairy Beverages**

In the case of children who cannot consume fluid milk due to medical or other special dietary needs, other than a disability, nondairy beverages may be served in lieu of fluid milk. Nondairy beverages must be **nutritionally equivalent to milk** and meet the nutritional standards for fortification of calcium, protein, vitamin A, vitamin D, and other nutrients to levels found in cow's milk, as outlined in the National School Lunch Program (NSLP) regulations at 7 CFR 210.10 (m)(3). The State Agency can provide guidance or assist with product selection. In addition, milk substitutes that meet these nutrition standards have been identified by the Special Supplemental Nutrition Program for Women, Infants, and Children. To view the approved list, visit the following link:

<http://www.fns.usda.gov/wic/policyandguidance/wicfaqfoodpackages.htm#VI>, and scroll down to paragraph VI.

Parents or guardians may now request in writing non-dairy milk substitutions, as described above, without providing a medical statement. As an example, if a parent has a child who follows a vegan diet, the parent can submit a written request to the child's caretaker asking that soy milk be served in lieu of cow's milk. The written request must identify the medical or other special dietary need that restricts the diet of the child. Such substitutions are at the option and the expense of the center or provider. The requirements related to milk or food substitutions for a participant who has a medical disability and who submits a medical statement signed by a licensed physician remain unchanged.

This provision is effective immediately. However, to provide adequate time for training and technical assistance, full compliance should occur no later than October 1, 2011.

If you have questions regarding information in this memo, contact a Program Specialist at 410-767-0214.

RZ:kd

c: Program Specialists

# Nutrition Guidelines

As a commitment to your child's health we follow the Maryland State Department of Education Nutrition Guidelines for Children selected below:

- The meals and snacks we serve to children meet the USDA Child and Adult Care Food Program (CACFP) meal pattern requirements, which are available upon request. This ensures adequate calorie and nutrient content.
- To reduce the amount of unhealthy saturated fat in their diets, we serve only low-fat (1%) or nonfat milk to children over two years.
- We plan menus to include a variety of healthy foods including whole grain bread and cereals, fresh fruits and vegetables, and protein from both animal and vegetable sources (like beans and nuts).
- Our center is cautious about foods that may present a choking hazard. Foods such as grapes and meat are cut into small pieces when served to young children.
- We serve nutrient-rich foods and limit high fat, high-sugar, and high-sodium foods (like chips, fried foods, and fruit punch).
- 100% fruit juice is served in child-size servings and no more than once a day. Children always have access to drinking water.
- Meals and snacks are offered at least every 2 to 3 hours to ensure small tummies do not get too hungry.
- Infants are **always** fed on demand. Infants are fed expressed breast milk or an iron-fortified formula for the entire first year. When developmentally ready – and with parental approval – solids will be introduced.
- We strive to make mealtime pleasant. Staff sit and eat with the children as often as possible, providing an opportunity for positive social interaction and role modeling.
- We serve family-style whenever possible to help children learn to serve themselves.
- We never force, trick, or coerce a child into eating. We provide; they decide. Our role is to provide nourishing food, while the child's role is to decide how much or even whether to eat.
- Our child care setting uses size-appropriate furniture, utensils, and dishes at mealtime.
- Children gain confidence in eating as they learn to eat successfully on their own.
- We serve foods that are baked, broiled, or sautéed in place of fried foods.
- Hands – both big and little ones – are always washed before meals and snacks.
- We share newsletters, healthy receipts, and other nutrition education material with parents on a regular basis.

As we try to make meals and snacks as healthy as possible, we ask that you support these policies by leaving sweets at home, unless special arrangements have been made in advance.



Signature of Owner/Director  
410-767-0214 – [www.eatsmartmaryland.org](http://www.eatsmartmaryland.org)  
Content Courtesy of Contra Costa Child Care Council.  
**MSDE and USDA are equal opportunity providers.**

