



## Office for Child Nutrition

### Seamless Summer Option (SSO) Program Evaluation 2014 SSO Review Preparation

Sponsors participating in the Seamless Summer Option (SSO) undergo a review once every 3 years during the time that coincides with the CRE Review. Having the following information organized and accessible for the selected sites/buildings will assist the Regional School Meals Consultant in this review:

1. Menus and production records (self-prep) or delivery receipts (vended)
2. Meal Count Records (Daily)
3. Copy of advertising materials/media release
4. Meal signage at the beginning of the serving line for all meals
5. Non-discrimination statement on all materials (fliers, menus, etc. – It could be just the simple statement: “**USDA is an equal opportunity employer/provider**”)
6. “Justice For All” posting (poster, sticker, etc.) visible to participating students
7. Two varieties of milk-fat offered (E.g. fat-free/skim and 1% plain, 1% plain and fat-free/skim chocolate)
8. Ensure that your latest health inspection report is posted for public view in the cafeteria/serving area
9. Evidence of 2 food safety/health inspections in the current school year
10. Any special dietary needs documents
11. Evidence of a food safety program
12. Completed self-review form