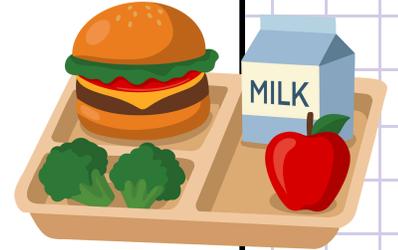




Weekly Meal Planning Checklist

For Childcare Centers



- Confirm current enrollment and attendance expectations
- Review rotating menu for the upcoming week
- Verify allergy & dietary accommodation list and communicate any substitutions to staff
- Ensure menus are posted or shared with families
- Review portion guidelines for age groups served
- Check inventory for all necessary menu components, as well as serving supplies
- Communicate any special events or schedule changes
- Document meals served per CACFP guidelines and/or for internal records