

Keys to Success at a Glance

Key 1: Menu for Learning – *Food Quality*

- Nutritious food in sufficient quantities** to meet the needs of students
- Quality assurance** by registered dietitians and public health inspectors regarding the development and implementation of program standards for nutrition and food safety
- Education and environmental support** within program sites that will promote lifelong healthy eating habits in students
- Multicultural content** – to reflect the cultural diversity of the community

Key 2: Effective Program Management – *Partnerships & Collaboration*

- Parental involvement** every step of the way – from initial planning to day-to-day functioning
- Coordinating program committee** exists, made up of volunteers, students, parents, principals

Key 3: Who is Served – *Access & Participation*

- Universally accessible** programs allowing any student in the community to participate
- Minimum of 45 students or 20% of the school population** participating in the program
- Program operates **three to five days a week**
- Translation services** to facilitate communications with parents from diverse cultural backgrounds (if applicable)

Key 4: Staff and Volunteers – *Inclusive & Efficient*

- Qualified coordinator who is compensated accordingly** to play the central role in organizing volunteers, managing budgets and acting as a consistent community liaison
- Resources and the necessary skills** to attract, support and train parents and staff in the following areas
 - safe food handling practices
 - menu planning
 - bookkeeping and financial management
 - first aid
 - budgeting
 - effective purchasing
- System** in place to recognize volunteers and other supporters in the community

Key 5: Creating a Positive Environment for Students – *Safe, Nurturing & Fun*

- Safe, hygienic, welcoming and well-supervised environment** exists, with a minimum of one adult for every 15 students
- Appropriate facilities provided at no cost** to the program by the school or community center; letter of agreement signed by the principal of the school, outlining all aspects of the program and the responsibilities of each party

Key 6: Money Matters – *Financial Accountability*

- Parental financial support**, which includes making some contribution toward the cost of the program
- Effective accounting system** in place

Key 7: Measuring Success - *Evaluation*

- Ongoing and **yearly evaluation** of the program