

Afterschool Snack Program (ASP) Daily Snack Count and Production Record for Preschoolers in Site/Area Eligible Schools

Complete this form daily and return to the school food service department.

School/site: _____

Date: _____

Daily Snack Production *			
Component (ages 1-4) <i>Choose two of five *</i>	Food item used	Food unit	Number of units used
Milk, ½ cup			
Vegetables, ½ cup			
Fruits, ½ cup			
Grains, ½ serving			
Meat/meat alternates, ½ ounce			

* Snack menus must comply with the [ASP Meal Pattern for Preschoolers](#). Snacks must include two of the five components: 1) milk (whole unflavored milk for age 1 and unflavored low-fat or fat-free milk for ages 2-4); 2) vegetables; 3) fruits; 4) grains (whole or enriched); and 5) meat/meat alternates. Juice cannot be served when milk is the only other component. ASP snacks in [Healthy Food Certification](#) (HFC) schools must also comply with the [Connecticut Nutrition Standards](#). For more information, refer to the Connecticut State Department of Education’s (CSDE) [Crediting Summary Charts for the Preschool Meal Patterns of the School Nutrition Programs](#), [Menu Planning Guide for Preschoolers in the NSLP and SBP](#), and [Afterschool Snack Program Handbook](#), and visit the CSDE’s [Afterschool Snack Program](#) webpage.

Total snacks prepared:

Total snacks received by site:
Count snacks prior to snack service to confirm number sent

Daily Student Snack Count														
Cross off number as each student receives a complete snack. Students must receive both snack components before the snack can be counted.														
1	11	21	31	41	51	61	71	81	91	101	111	121	131	141
2	12	22	32	42	52	62	72	82	92	102	112	122	132	142
3	13	23	33	43	53	63	73	83	93	103	113	123	133	143
4	14	24	34	44	54	64	74	84	94	104	114	124	134	144
5	15	25	35	45	55	65	75	85	95	105	115	125	135	145
6	16	26	36	46	56	66	76	86	96	106	116	126	136	146
7	17	27	37	47	57	67	77	87	97	107	117	127	137	147
8	18	28	38	48	58	68	78	88	98	108	118	128	138	148
9	19	29	39	49	59	69	79	89	99	109	119	129	139	149
10	20	30	40	50	60	70	80	90	100	110	120	130	140	150

Today's attendance:

Total snacks served (students only):

Daily Adult Snack Count										
Snacks served to adults must be paid for by the adult or the school/organization responsible for the programming.										
1	2	3	4	5	6	7	8	9	10	Total snacks served: (adults only):
										<input style="width: 80px; height: 20px;" type="text"/>

Person completing form: _____
Print name

Signature

ASP Daily Snack Count and Production Record for Preschoolers in Site/Area Eligible Schools



For more information, refer to the CSDE's *Afterschool Snack Program Handbook* and visit the CSDE's *Afterschool Snack Program* webpage, or contact the [school nutrition programs staff](#) at the Connecticut State Department of Education, Bureau of Child Nutrition Programs, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841.

This form is available at [This form is available at https://portal.ct.gov/-/media/SDE/Nutrition/ASP/Forms/Daily_Count_Production_Record_ASP_grades_K-12_Site_Area_Eligible.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/ASP/Forms/Daily_Count_Production_Record_ASP_grades_K-12_Site_Area_Eligible.pdf).

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. fax: (833) 256-1665 or (202) 690-7442; or
3. email: program.intake@usda.gov

This institution is an equal opportunity provider.

The Connecticut State Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Connecticut Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of race; color; religious creed; age; sex; pregnancy; sexual orientation; workplace hazards to reproductive systems, gender identity or expression; marital status; national origin; ancestry; retaliation for previously opposed discrimination or coercion, intellectual disability; genetic information; learning disability; physical disability (including, but not limited to, blindness); mental disability (past/present history thereof); military or veteran status; status as a victim of domestic violence; or criminal record in state employment, unless there is a bona fide occupational qualification excluding persons in any of the aforementioned protected classes. Inquiries regarding the Connecticut State Department of Education's nondiscrimination policies should be directed to: Attorney Louis Todisco, Connecticut State Department of Education, by mail 450 Columbus Boulevard, Hartford, CT 06103-1841; or by telephone 860-713-6594; or by email louis.todisco@ct.gov.