



Summer Lunch Menu & Guidelines

Summer Lunch defines a “complete lunch” as specified below. Contact Summer Lunch Coordinator to coordinate date, time and location to drop off donated lunches.

Menu

Monday	– Peanut Butter & Jelly Sandwich, 2 Healthy Snacks and Juice Box
Tuesday	– Ham & Cheese, 1 Fresh Vegetable, 1 Healthy Snack and Juice Box
Wednesday	– Bologna & Cheese Sandwich, 2 Healthy Snacks and Juice Box
Thursday	– Ham Sandwich, 1 Fresh Fruit, 1 Healthy Snack and Juice Box
Friday	– Turkey & Cheese Sandwich, 2 Healthy Snacks and Juice Box

Guidelines

- Wash your hands and use food handling approved gloves when making sandwiches.
- Please be sure that the preparation area is wiped down with disinfectant cleaner and dried before making sandwiches.
- Provide lunches as close as possible to the menu provided. We like to provide the children with a variety (but if you use bologna instead of turkey or ham, it's still ok!).
- Use whole wheat or white bread for the sandwiches (keep the sleeves for storage and transporting sandwiches – see below).
- **Monday** is **Peanut** products day – items that contain peanuts in some form.
- Keep only the sandwiches refrigerated and in a cooler when they are being delivered to the Host Site. (Temperature setting at 40 degrees or below - in accordance to the USDA Guidelines http://www.fsis.usda.gov/shared/PDF/Refrigeration_and_Food_Safety.pdf)
- Please, **do not** place FRESH FRUIT into the lunch bags. Keep separate.
- Do not make sandwiches for more than 24 hours before delivery to Host Site.
- ALL sandwich items must be pre-packaged, purchased items (i.e. no homemade ham, jellies, etc.).
- If you would like to provide an extra treat (i.e. lollipops, candy), please keep it separate from the lunches and it will be handed out to the children.
- Please do not use food that is close to its expiration date.
- Fresh Fruit – Apple, Orange, Banana, Clementine, and Pear.
- Fresh Vegetable: Carrot Sticks & Celery Sticks

Sandwich Preparation

- **Do not use** condiments (i.e. mayo, mustard, ketchup, BBQ sauce)
- Pre-mix peanut butter with jelly before spreading it on bread to increase the shelf-life of the sandwiches. (Mondays only)
- Do not leave meat or cheese unrefrigerated while you are setting up for sandwich making. Meat and Cheese should **NOT** be unrefrigerated longer than a total time of 1 hour.
- Meat and Cheese items should be stored at 40 degrees or below - following the refrigeration guidelines <http://www.fmi.org/industry-topics/consumer-affairs/food-keeper-food-storage-database/food-keeper-results?fk-keyword=cheese>

- Do not put the slice of cheese on the sandwich – place it (still wrapped) inside the Ziploc sandwich bag alongside of the sandwich.
- **Do not pack** sandwiches into brown bags.
- Using the bread sleeve, re-pack Ziploc packaged sandwiches (each sleeve holds about 10) and twist tie closed. It should look like a loaf again!
- Refrigerate sandwiches (Please do not freeze) until they are delivered. We have found that freezing sandwiches reduces meal quality.

Brown Lunch Bag Preparation (“Set Ups”)

- You are invited to decorate the lunch bags.
- Use room temperature juice boxes.
- Place juice boxes into the bottom of lunch bags. Then put other snack items into the lunch bag (heaviest /non crushable items first).
- **Do not pack** sandwiches into bags.
- Please **fold** brown bag **once** and place in transporting container.
- **Do not refrigerate** the “set up” brown bags.
- Please do not include tracts or other religious materials in the sack lunches. (ask about Meals on a Mission guidelines)

Snack Suggestions:

- We ask that you provide healthy and nutritious snacks:
 - Pretzels, chips (any healthy type), cheese crackers, peanut butter or cheese on crackers, etc.
 - Healthy snack - i.e. fruit snacks, fruit cup, applesauce, raisins, healthy cookies, individually packaged snack pies, etc. – **No Candy**

Attention: For preparation of meals for persons with allergies, a peanut/nut free area should be designated and maintained for the preparation of non-peanut/nut sandwiches and lunches, as well as a section in the refrigerator and an area to store products for the duration of the program. Peanut/nut items cannot come into contact with other products. In addition, when they are delivered they should be kept completely separate from the other lunches. For example, if all products being delivered to children without peanut or other food allergies are in the trunk of the car then all other lunches for persons with food allergies need to be kept in the back seat in separate boxes.

I acknowledge that I and or my family/group have/has followed the guidelines above while preparing and delivering the lunches to MUST Ministries Host Site for the duration of the 2015 Summer Lunch Program. By signing this form, I further release MUST, Inc. and their employees and/or agents from any claims or causes of action which may arise from any accident or injury caused by any reason.

Group

Date

Name

Phone Number

Address

Email Address