

# Afterschool Snack Program (ASP) Production Record for Ages 3-4

Sponsor: ABC school district

Week of: September 9 to September 13, 2019

Site: XYZ site Ages: 3-4

ASP snacks for preschoolers (ages 3-4) must include at least **two** of the five snack components, which include: low-fat unflavored or fat-free unflavored milk (M); vegetables (V); fruits (F); grains (G); and meat/meat alternates (MMA). Juice cannot be served when milk is the only other component. For more information, see the [ASP Meal Pattern for Preschoolers](#) and the Connecticut State Department of Education's (CSDE) [Menu Planning Guide for Preschoolers in the NSLP, SBP, and ASP](#) and [ASP Handbook](#).

Day of snack service	A	B	C					D	E	F	G	H	I	J
	Food item	Serving size	Components <i>Check (✓) at least 2</i>					Temperatures <i>Potentially hazardous foods (PHFs) only</i>	Total servings prepared	Total amount of food used	Number of snacks served <i>Complete after snack service</i>			Number of servings leftover <i>(I - G)</i>
			M	V	F	G	MMA				STUDENTS <i>Reimbursable snacks</i>	ADULTS	TOTAL <i>(G + H)</i>	
Monday	Low-fat milk	4 fluid ounces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	38° F	100	100	96	4	100	0
	Whole-grain cereal, bowl pack	½ ounce	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	NA	100	100				
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							
Tuesday	Whole-grain roll, 1	½ ounce	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	NA	100	100	93	4	97	3
	Low-fat cheese cubes	½ ounce	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	40° F	100	3 ⅛ pounds				
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							
Wednesday	Fat-free Greek yogurt	¼ cup	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	40° F	100	6 ¼ quarts	97	3	100	0
	Blueberries	½ cup	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NA	100	3 ⅛ gallons				
	Whole-grain granola (extra food item)	1 tablespoon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NA	100	6 ¼ cups				
Thursday	Carrot sticks, thinly sliced	½ cup	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NA	100	19.6 pounds	95	3	98	2
	Peanut butter	1 tablespoon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NA	100	6 ¼ cups				
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							
Friday	Cucumber slices	½ cup	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NA	100	19.2 pounds	96	3	99	1
	Fruit salad	½ cup	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NA	100	3 ⅛ gallons				
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							

# ASP Production Record for Ages 3-4

## Instructions

Complete columns A-F *before* snack service.

- **Column A – Food item:** List each food item from the planned snack menu.
- **Column B – Serving size:** For each food item in column A, list the serving size. The serving size must be **at least the minimum quantity** required by the [ASP Meal Pattern for Preschoolers](#).
- **Column C – Components:** Check (✓) the snack components provided. There must be **at least two** components. For information on the ASP meal pattern and crediting requirements, see the CSDE’s [ASP Meal Pattern for Preschoolers](#) and [Menu Planning Guide for Preschoolers in the NSLP, SBP, and ASP](#).
- **Column D – Temperatures for PHFs:** When applicable, check and record the actual temperature of any PHFs with a properly calibrated clean and sanitized thermometer. PHFs support the rapid growth of bacteria and must be kept hot (135° F or hotter) or cold (41° F or colder), per the Food and Drug Administration’s (FDA) Food Code. For more information, visit the CSDE’s [Food Safety for Child Nutrition Programs](#) webpage.
- **Column E – Total servings prepared:** For each snack component, indicate the total number of servings prepared for students.
- **Column F – Total amount of food used:** For each snack component, indicate the total amount of food used to meet the meal pattern requirements. This is based on the serving size (column B) and the number of planned snacks (column E). For example, if a site serves 100 children a snack of a 1-ounce whole-grain roll with 1 ounce of low-fat cheese, the total food used is 100 rolls and 6.25 pounds of low-fat cheese. Use the USDA’s [Food Buying Guide for Child Nutrition Programs](#) to determine the amount of purchased food that meets the requirements. For processed foods, review the product’s Child Nutrition (CN) label or product formulation statement (PFS). For more information, see the CSDE’s handouts, [Child Nutrition \(CN\) Labeling Program](#), [Product Formulation Statements](#), [Accepting Processed Product Documentation](#), and [Crediting Commercial Meat/Meat Alternate Products in the NSLP and SBP](#); and visit the “[Crediting Commercial Processed Products](#)” section of the CSDE’s [Meal Patterns for Preschoolers in School Nutrition Programs](#) webpage. Foods made on site must have a standardized recipe that documents crediting information. For more information, visit the “[Crediting Foods Prepared on Site](#)” section of the CSDE’s [Meal Patterns for Preschoolers in School Nutrition Programs](#) webpage.

Complete columns G-J *after* snack service.

- **Column G – Number of snacks served (STUDENTS):** Indicate the total number of snacks taken by students. This is the total number of reimbursable snacks served for the day.
- **Column H – Number of snacks served (ADULTS):** Indicate the total number of snacks taken by adults. Adult snacks are not reimbursable.
- **Column I – Number of snacks served (TOTAL):** Indicate the total number of snacks taken by students and adults. This equals column G plus column H.
- **Column J – Number of servings leftover:** Indicate the total number of servings that were prepared but not served. This equals column I minus column G.

## ASP Production Record for Ages 3-4

A sample completed production record for ages 3-4 is available at <https://portal.ct.gov/-/media/SDE/Nutrition/ASP/Forms/ASPproductionrecord34sample.pdf>.

### Resources

ASP (CSDE website):

<https://portal.ct.gov/SDE/Nutrition/Afterschool-Snack-Program>

ASP Handbook (CSDE):

<https://portal.ct.gov/-/media/SDE/Nutrition/ASP/ASPHandbook.pdf>

ASP Meal Pattern for Preschoolers (CSDE):

<https://portal.ct.gov/-/media/SDE/Nutrition/ASP/ASPmealpatternpreschool.pdf>

ASP Sample Menu for Ages 3-4 (CSDE):

<https://portal.ct.gov/-/media/SDE/Nutrition/ASP/Forms/ASPmenuform34.pdf>

Comparison of Meal Pattern Requirements for Preschool and Grades K-12 in the ASP (CSDE):

<https://portal.ct.gov/-/media/SDE/Nutrition/ASP/ASPpreschoolK12.pdf>

Connecticut Nutrition Standards (CSDE website):

<https://portal.ct.gov/SDE/Nutrition/Connecticut-Nutrition-Standards>

Healthy Food Certification (CSDE website):

<https://portal.ct.gov/SDE/Nutrition/Healthy-Food-Certification>

List of Acceptable Foods and Beverages (CSDE website):

<https://portal.ct.gov/SDE/Nutrition/List-of-Acceptable-Foods-and-Beverages>

Menu Planning Guide for Preschoolers in the NSLP, SBP, and ASP (CSDE):

<https://portal.ct.gov/-/media/SDE/Nutrition/NSLP/Preschool/mpgpreschool.pdf>

Menu Planning Guidance for Preschoolers in the ASP (CSDE):

<https://portal.ct.gov/-/media/SDE/Nutrition/ASP/ASPmenuguidancepreschool.pdf>

Noncreditable Foods for Preschoolers in the NSLP, SBP, and ASP (CSDE):

<https://portal.ct.gov/-/media/SDE/Nutrition/NSLP/Crediting/Noncredpreschool.pdf>

Serving Size for Vegetables and Fruits for Preschoolers in the ASP (CSDE):

<https://portal.ct.gov/-/media/SDE/Nutrition/ASP/aspVFservingpreschool.pdf>

## ASP Production Record for Ages 3-4



For more information, review the CSDE's *Menu Planning Guide for Preschoolers in the NSLP, SBP, and ASP* and *ASP Handbook* and visit the CSDE's *ASP* webpage, or contact the *school nutrition programs staff* in the CSDE Bureau of Health/Nutrition, Family Services and Adult Education, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841.

This form is available at <https://portal.ct.gov/-/media/SDE/Nutrition/ASP/Forms/ASPproductionrecord34sample.pdf>.

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Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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