

BRAZOS ISD STANDARD OPERATING PROCEDURE IN-SCHOOL SUSPENSION (ISS) STUDENTS EATING BREAKFAST/LUNCH

PURPOSE: To ensure that children who are assigned ISS will receive breakfast/lunch without disrupting other children and we follow guidelines set forth by the National School Lunch Program (NSLP) and continue to count reimbursable meals correctly.

SCOPE: This procedure applies to ISS monitors, cafeteria staff, and food service director.

KEY WORDS: ISS, NSLP, reimbursable meals, lunch, monitors

INSTRUCTIONS:

1. The ISS monitor escorts children to the serving line at a time before or after a breakfast / lunch period has been served to other students and they do not disrupt breakfast/lunch.
2. Students must have a choice of milk.
3. Students must input their own code into the Point of Sale (POS) system. No one else should be inputting the child's code.
4. To go plates may be used, as they will be escorted back to the ISS room to eat, therefore it will not be necessary to return to the cafeteria.

MONITORING: Food nutrition director and cafeteria staff will ensure that the proper procedures are being completed.

CORRECTIVE ACTION: Failure to follow procedures may result in corrective action.

VERIFICATION AND RECORD KEEPING: Food service employees will monitor and adhere to this procedure.

DATE IMPLEMENTED _____ BY: _____

DATE REVIEWED _____ BY: _____

DATE REVISED _____ BY: _____