Student Nutrition Services
Field Trip Bag Lunch Request

Two Week Notice

This request must be hand delivered to the cafeteria two weeks prior to the field trip so supplies can be ordered. Regulations require all students attending the field trip be offered the lunch provided by the cafeteria to prevent the overt identification of needy children.

Date of Field Trip:_____

Teacher Name:_____

Teacher Extension/Email:_____

Departure Time:_____

Number of Meals Requested:_____

Attach a roster of all students in the classroom. Place a check mark next to the names of the students requesting a meal. Lunches can be picked up in the cafeteria the morning before the field trip. Please arrange pickup time with the kitchen site staff. Full reimbursable meals will be provided for each student requesting a meal.

Ice chests or insulated bags will be provided with ice packs to keep the meals at temperature. While we appreciate the added burden this places on the teacher and chaperones, the Alameda County Department of Environmental Health requires us to maintain cold food at 41° or below to prevent food borne illness. Please return these bags and ice packs clean and empty to the cafeteria upon return from the field trip.

The National School Lunch Program requires us to offer milk as a component of all meals served. Water and juice are not allowable replacements.