



THE VIRGIN ISLANDS DEPARTMENT OF EDUCATION

Office of School Food Authority

St. Thomas/St. John District

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“EMPOWERING PARENTS, COMMUNITY AND EDUCATORS TOWARDS EDUCATIONAL EXCELLENCE”

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Organization/Institution

After School Care Snack Program

Agreement

Site # _____

This document is an agreement that is in effect with the St. Thomas/St. John School Food Authority and _____ for the School Year 2026-2027.

In fulfilling its responsibility, the **St. Thomas/St. John School Food Authority** and each participation site under its jurisdiction listed on the Site Information Form, agrees as follows:

- To operate the after school program, accepting responsibility for operations and to meet all program requirements;
- To operate the program in compliance with State and Local health and safety standards;
- To submit information for snacks only for those sites whose purpose is to provide care in an after school setting for students enrolled, the program(s) will include an educational or enrichment component and be organized to provide children with regularly scheduled activities in a setting that is structured and supervised. Eligible sites will have open participation, limited only by factors such as space or security. Therefore, organized athletic teams engaged in interscholastic sports will not be included in the list of eligible programs for the after school care snack program.
- To maintain roster or sign-in-sheet at site to verify daily attendance and to implement a system to document the service for the snacks. To claim no more than one snack per child per day.
- To provide snacks to students determined to be mentally or physically disabled, regardless of age if they are participating in the after school care snack program.
- To provide snacks to students participating in the after school care snack program under the age of eighteen (18) and to students (19) during the school year.
- To submit information for only those snacks that meet or exceed minimum standards established for meal supplements, and to maintain documentation of the food and portions served to meet these standards;
- To submit information to the School Food Authority for snacks served at the end of each week on the weekly meal reporting form by Tuesday of the next week.
- To maintain all documentation for three years and, in the case of an audit until the audit is closed.

This institution is an equal opportunity provider.