



*State of North Carolina  
Department of Public Safety  
Prisons*

Chapter: M  
Section: .2900  
Title: Child Nutrition Program  
Issue Date: 06/01/2020  
Supersedes: 04/01/2013

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**POLICY AND PROCEDURE**

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**.2901 GENERAL**

There are three (3) North Carolina Department of Public Safety, Prison facilities that house youth offenders participating in the Child Nutrition Program. Meals served to youth, defined as ages thirteen (13) through age twenty (20), who are enrolled in school are eligible for meal reimbursement from the United States Department of Agriculture (USDA). These facilities will offer meals to youth offenders which are measured by menus, recipes and production records. These menus meet the meal patterns and nutrition standards as outlined by the USDA.

**.2902 MENU**

The regular diet is modified by Registered Dietitians to incorporate the meal components required for the Child Nutrition Program for lunch. This menu is found in the Food Management System (FMS) under the title "Regular Youth".

**.2903 REQUIRMENTS**

All facilities participating in the Child Nutrition Program shall have a Wellness Committee which meets regularly to review and assess compliance with the Department of Public Safety, Prisons Wellness Policy.

School canteens in facilities participating in the Child Nutrition Program must remain closed during school hours or remain open and sell food items that comply with the Nutrition Environment Enhancement Team's Recommendations on Healthy Vending.

The Wellness Committee chair will monitor and ensure implementation of the committee objectives.

**.2904 PROCEDURES**

- (a) Facilities participating in the Child Nutrition Program will provide all offenders the required Child Nutrition meal patterns at lunch. These menus are provided in FMS and meet the meal pattern requirements.
- (b) A meal count, recording all participants at each meal, will be documented and forwarded via email to the appropriate contact at Department of Public Safety Accounting. Department of Public Safety Accounting will submit monthly totals to USDA for reimbursement.

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- (c) Each facility Food Service Manager/Supervisor will ensure the required HACCP records are maintained and kept on file.
  - (d) Each facility will have an On-Site Review conducted by a Registered Dietitian annually.
  - (e) Each facility will undergo or request a Technical Review to be conducted performed by a consultant employed by the North Carolina Department of Public Instruction (NCDPI).
  - (f) Each facility will undergo an Administrative Review (AR) every five (5) years performed by consultants employed by the North Carolina Department of Public Instruction (NCDPI). This review is conducted to ensure compliance with meal pattern requirements and HACCP procedures.

**.2905 FOOD SAFETY CERTIFICATION**

The units participating in the Child Nutrition Program will have food safety certification (ServSafe or ANSI certification) and be present during the preparation and serving of the lunch meal.



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Commissioner of Prisons

M.2900\_06\_01\_20

June 1, 2020

Date