

Freestore Foodbank SFSP Site Review Form

Date of Review:

Type of Review:

First Week Visit

First Month Visit

Follow-up Visit

Other

Announced

Unannounced

Arrival Time:

Departure Time:

Site Name:

Address:

Site Director Name:

Reviewer Name:

Site Phone number:

Name of Person who attended Training:

Training Date:

Open enrolled Site:

Day of Visit	Breakfast	Lunch/Supper
Scheduled Meal Time		
Time meals served		
Number of meals delivered		
Time Meals delivered		
Number of meals carried over from previous day		
Number of first meals served to kids		
Number of second Meals served to kids		
Number of Meals served to Adults		
Number of Meals leftover		
Today's Attendance		

Revision Date: 4/22/19

The Freestore Foodbank does not provide Nutritional information for it's meals to sites

SFSP Site Visit Form

Yes	No	Explain any NO answers below
		Does the site have sufficient food service supervision?
		Are the meals checked before signing the delivery slip?
		Are accurate meal counts taken at serving time?
		Are records of adult meals being kept?
		Is the site serving appropriate portion sizes?
		Is the temperature of the meal being taken at delivery and time of service?
		Is there proper sanitation/storage?
		Are meals served within appropriate time frames?
		Are all meals served and consumed on site?(except 1 item that can be taken)
		Is each meal served as a unit?
		Is the "...Justice for All" poster displayed
		Are meals served to all children regardless of the child's race, color, national origin, sex, age, or disability?
		Do all children have equal access to services and facilities at the site regardless of the child's race, color, national origin, sex, age, or disability?

Where are leftover meals , shelf stable and milk stored?		

Explanation of "No" Answers	N/A	

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SFSP Site Visit Form

Major Violation		Plan of action with timeframe
Adult meals included in kid's meal count		
Offsite Consumption(excluding 1 item that can be taken off-site)		
More than one meal served to a child at one time		
Meal Pattern not met		
Meals not Served as a unit		
Meal serving times not met		

Minor Violations		Plan of Action and Timeframe
No records		
Incomplete records		
Poor Sanitation		
Other		

Site Supervisor Comments:

I Certify that the above information is correct:

Monitor's Signature

Date

Site Supervisor's Signature

Date

Revision Date: 4/22/19

Sponsor's Representative Signature Date