



Designing Healthy Lunchrooms Checklist

Date _____ School Name _____ Completed by _____

The Designing Healthy Lunchrooms Checklist is a list of simple, no-cost or low-cost strategies that may increase participation, reduce food waste, and increase selection and consumption of healthy school food. It can be used as a training or goal setting tool for your lunch program.



INSTRUCTIONS

1. Review the checklist before beginning.
2. Observe a lunch period. Check off the statements that you meet.
3. Tally the score. Compare your total to the Self Check ranges.
4. Discuss the results with staff, students and other partners.
5. Choose any unchecked strategies as possible goals to put into action in the lunchroom.
6. Identify your top 2 strategies and write those in the goal section at the bottom of page 2.

Focus on Fruits

1. At least two kinds of fruit are offered.
2. Sliced or cut fruit is offered.
3. A variety of mixed whole fruits are displayed in attractive bowl or basket.
4. Fruit is offered in at least two locations on all service lines, one of which is right before each point of sale.

Vary the Vegetables

5. At least two kinds of vegetables are offered.
6. Vegetables are offered on all service lines.
7. Both hot and cold vegetables are offered.
8. Cut, raw vegetables are occasionally offered with a low-fat dip such as hummus, herb dip or salsa.

Highlight the Salad

9. Salad bar is available to all students grades K-12.
10. Salad bar is in a high traffic area and is accessible from both sides.
11. Salad bar is placed in front of the main entrees. (Salad bar is first food option in the service line.)
12. Self-serve spices and seasonings are available for students to add flavor to their meals.

Move More White Milk

13. White milk is offered in all service lines including the main line, grab and go line and a la carte line.
14. White milk is displayed as the first choice in the milk cooler.
15. White milk is offered daily; chocolate milk is offered one day per week.

Boost Reimbursable Meals

16. Offer vs Serve is implemented correctly for all students grades K-12.
17. Signage directs students on how to create a reimbursable meal.
18. Students can create a reimbursable meal from every service line (the salad bar, grab and go line and/or the a la carte line).

Lunchroom Atmosphere

19. Cafeteria staff are friendly and welcoming to students on the service line and throughout meal service.
20. The lunchroom is branded and decorated in a way that reflects the school's mascot or mission statement.
21. Students have adequate time to eat their meals (10 minutes of seat time at breakfast, 20 minutes of seat time at lunch).
22. Elementary schools schedule recess before lunch (for some or for all grades).
23. A share table has been approved by the county sanitarian and is available for the reuse of unopened milk or juice, or other packaged items.

Student & School Community Involvement

24. Students are involved in the creation of artwork or marketing materials to promote menu items. Student artwork is displayed in the service area or dining space.
25. Students provide feedback (e.g., verbal feedback through the line, suggestion box, student advisory committee, or surveys) to inform menu development.
26. Students are offered taste tests of new menu items or new recipes at least once per month; preferably more often.
27. Nutrition education and/or promotion occurs in the lunchroom.
28. Students are engaged in growing food (e.g. gardening, seed planting, farm tours) for the salad bar or menu.
29. Director and/or staff is prioritizing procurement of local foods by creating farm to school partnerships with local growers, producers, or food businesses.
30. The school participates in one or more food promotion programs such as Montana Harvest of the Month, farm to school, Montana Crunch Time, National School Breakfast or Lunch Week, Fuel Up to Play 60, etc.

Add up the total number of checked statements:  _____

SELF CHECK

Nutrition Bases Covered

0 – 10 points

The lunchroom is off to a good start, but there is room for improvement in nudging students to make healthy choices.

Shining Star

10 – 20 points

You are making good progress in your healthy lunchroom design. Keep looking for more opportunities on the checklist to nudge students in making healthy choices.

Healthy Lunchroom Rockstar

20 – 30 points

This lunchroom is doing a great job of nudging students to make healthy choices.

What are your goals for your Lunch Program?

1. _____

2. _____
