





# Menu Planning Checklist

Review your menu to see if it has all the elements it needs.

	REQUIREMENTS (per child)	
<b>1. Plan the feeding schedule</b> Provide 2 snacks, in addition to meals, if children are in child care for 6 hours or more.	<b>Number of meals =</b>	
	<b>Number of snacks =</b>	
	<b>Food is offered every 2–3 hours</b>	<input type="checkbox"/>
<b>2. Plan for healthy meals</b>	<b>Each meal includes all 4 food groups</b>	
	 <b>2 choices from the Vegetables and Fruit food group</b> <ul style="list-style-type: none"> <li>• Include a dark green and/or orange vegetable each day, if possible.</li> <li>• Provide vegetables and fruit more often than juice. Only 100% fruit or vegetable juice counts as a <i>Food Guide</i> choice. Limit fruit juice to 125–175 mL per day.</li> </ul>	<input type="checkbox"/>
	 <b>1 choice from the Grain Products food group</b> <ul style="list-style-type: none"> <li>• Make at least half of the grain products whole grain each day.</li> </ul>	<input type="checkbox"/>
	 <b>1 choice from the Milk and Alternatives food group</b> <ul style="list-style-type: none"> <li>• All Canadians over age 2 should have 500 mL (2 cups) of milk daily.</li> <li>• For people who do not drink milk, offer fortified soy beverage (over age 2 only). Rice, almond and similar beverages (even if fortified) are not part of this food group due to differences in protein.</li> </ul>	<input type="checkbox"/>
	 <b>1 choice from the Meat and Alternatives food group</b> <ul style="list-style-type: none"> <li>• Provide meat alternatives such as beans, lentils and tofu often.</li> <li>• Include fish each week, if possible. (For information on limiting exposure to mercury from certain types of fish, go to <a href="http://healthcanada.gc.ca">healthcanada.gc.ca</a>.)</li> </ul>	<input type="checkbox"/>
<b>3. Plan for healthy snacks</b>	<b>Each snack includes 2 or 3 food groups</b> <ul style="list-style-type: none"> <li>• Consider including a choice from the Vegetables and Fruit and/or Milk and Alternatives food groups at snack times. Studies show that children may not be getting enough from these food groups.</li> </ul>	<input type="checkbox"/>
<b>4. Address other considerations</b>	<b>Choking hazards are avoided</b>	<input type="checkbox"/>
	<b>Allergies and special food needs are accommodated</b>	<input type="checkbox"/>
	<b>Dental health is considered</b>	<input type="checkbox"/>
	<b>Food textures, flavours and colours are varied</b>	<input type="checkbox"/>

## Post the menu.

- Make changes as needed and share the menu with everyone involved in preparing meals and snacks.
- Post menus for the current and upcoming week in a place where parents are likely to see them.
- Keep menus for 30 days after the last day they cover.

## TIP:

### Remember the division of responsibility when feeding children.

- As the caregiver you decide what, when and where food is offered.
- The child decides whether and how much to eat.

All requirements and recommendations are based on the *Child Care and Early Years Act*, *Eating Well with Canada's Food Guide*, Ellyn Satter's *Division of Responsibility* and commonly recommended practice.

