



Asa C. Adams School
Darren J. Akerman, Ed. D.
Principal

November 6, 2018

Dear Parents,

In an effort to provide a safe and respectful learning environment that meets the diverse needs of all students, we kindly ask you to review the following food/celebration protocols for Asa C. Adams School.

Please know that we deeply value your willingness to partner with us in creating an inviting and exceptional learning environment.

This protocol was developed through feedback by the staff through a quantitative/qualitative survey, and then further revisions. We believe this is the best representation of our collective vision to ensure food and celebrations are treated with care and consideration. [Please take particular note of # 4).

- 1.) We will allow food in connection with celebrations at Asa C. Adams School. Students may 'deliver' treats to staff members at opportune times to join in their celebration.
- 2.) We will provide additional on-site training in the area of food safety.

- 3.) We will provide information about cultural implications of food and specific directions, e.g. alternatives for student who cannot participate for religious or health reasons.
- 4.) We will provide a protocol for parents to address food safety issues proactively, which will include prior communication with teachers (at least 48 hours).
- 5.) We will recommend but not require healthy snacks.
- 6.) We will be inclusive in our approach; students will have the opportunity to celebrate 'special occasions,' e.g., birthdays, student departures, etc., with discretionary time allotted by the teacher.
- 7.) We will collaborate with the PTO to assist in informing parents of these guidelines, highlighting the need to preserve instructional time; in other words, the celebrations must be integrated into the day as best as time allows, e.g. snack time.
- 8.) The school will communicate a comprehensive and definitive food /celebration protocol with parents.

Sincerely,

Darren J. Akerman, Ed. D.
Principal