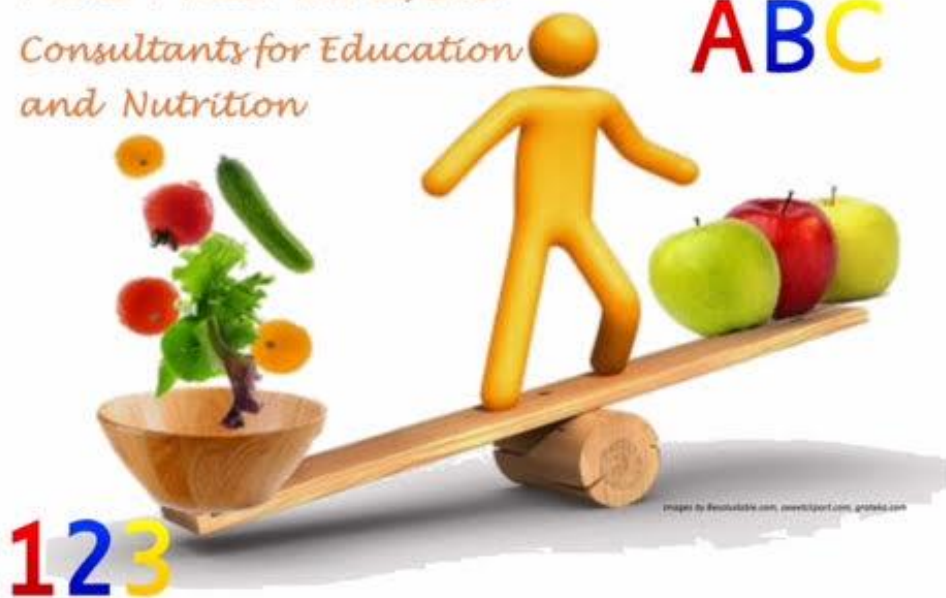


*T and T Tutor World, Inc.
Consultants for Education
and Nutrition*



October 2017 Newsletter

CACFP Reminders

Enrollment Form

Each child's information should be entered into Kidkare upon enrolling the child into your daycare home. Mail a copy of the enrollment form to T&T Tutor World, Inc. within two days of the child's enrollment.

MILK

- **2% MILK IS NOT APPROVED**
- Whole milk should be served to children under 2 years old.
- 1% milk and skim milk should be served to 2 year olds and older

A Medical statement is needed for the child(ren) that cannot drink cow milk. The medical professional must indicate the substitution(s) (milk) that the child can be served.

Recipe/CN Label Policy

It is required that you submit your CN label/Recipe for all required food items and submit your recipes for all combination foods along with your menus monthly.

CN labels and recipes should also be filed in your Food Program binder. When inputting menus into Kidkare, it is now required that you indicate which foods you have a recipe/CN label for under the menu notes.

New Rates

	Breakfast	Lunch	Snack
TIER 1	\$1.31	\$2.46	\$.73
TIER 2	\$.48	\$1.48	\$.20

Training

All providers are required to attend annual training. Below you will find the location and dates for upcoming workshops. Please inform the office staff about your plans to attend and how many will be in attendance.

DC Homes:

November 4, 2017
10 am- 1:30 pm
Francis A Gregory Neighborhood Library
3660 Alabama Ave SE
Washington DC 20020

South Carolina:

February 24, 2018
10 am- 1:30 pm
Colleton County Memorial Library
600 Hampton St
Walterboro, SC 29488

March 24, 2018
10am- 1:30pm
Mini Conference for Homes and Centers
Charleston Area Convention Center
5000 Coliseum Dr, North Charleston, SC
29418

May 19, 2018
10 am- 1:30 pm
25 Heritage Green Place
Greenville, SC 29601

June 23, 2018
10 am- 1:30 pm
Florence County Library
509 S Dargan St
Florence, SC 29506

NC Homes:

December 2, 2017
Gatesville Community Center
130 US Highway 158 W
Gatesville, NC 27938

May 2018
TBA
Wilmington Northeast Library

January 20, 2018
10 am- 1:30 pm
300 North Roxboro RD
Durham, NC 27701

March 20, 2018
10 am- 1:30 pm
305 East Market St
Smithfield, NC 27577

March 31, 2018
10 am- 1:30 pm
Scotland Neck Workshop
1600 Main ST
Scotland Neck, NC 27874

April 7, 2018
10 am- 1:30 pm
Wake County Commons Building
4011 Carya Dr
Raleigh, NC 27610





April 21, 2018
10 am- 1:30 pm
Sheppard Memorial Library
530 Evans St
Greenville, NC 27858

May 12, 2018
10 am- 1:30 pm
205 Breckenridge St
Henderson, NC 27536

End of the Month Submission



Please remember to send in:

-  Attendance/meal count
-  Dated menus
-  Recipes/CN labels
-  In/out forms

This should be post marked by the 2nd of the next month.

Monitor Visits




Be ready at all times for day care home/center visits. All visits **CAN** be unannounced.



Please remember that you are required to have two (2) unannounced and one (1) announced visit during the fiscal year between October 1st - September 30th.

You may receive more than three (3) visits if we have to conduct a follow-up visit on your facility.

Your paperwork should be on hand and up to date at all times. Your paperwork for the current fiscal year should be available in your home and the previous three (3) years should be reachable within an hour.

The following forms and/or paperwork should be in place at all times:

-  Binder with all forms to include
 - o Application
 - o Agreement
 - o Enrollment forms
 - o Cn labels/recipes
 - o Dated menus
 - o Meal count/attendance
 - o Time in & time out forms
-  Current month's menus should be dated and **POSTED** for both infants and non infants
-  Posted license/registration

-  Posted "Building for the Future"
-  Posted WIC information



Child Enrollment Department

T&T Tutor World, Inc., now has a child enrollment department. This department will now receive all enrollment forms. All enrollment forms should be updated on a weekly basis. Our policy states that enrollment forms are to be sent into the T&T Tutor World, Inc., office within 2 business days of the new enrollment. If you have enrollment/income updates, please send those in on a weekly basis so that they do not interfere with your claim. **ANY ENROLLMENT FORMS THAT ARE SENT IN WITH YOUR CLAIM WILL BE CREDITED TO THE NEXT MONTH.** All enrollment forms must be received by or before the last day of the month.

Child Withdrawal

It is the responsibility of the provider or center to withdraw any children that are no longer in care. Listed below are the steps to do this.

Log in to kidkare>>select my kids>>select the child you want to withdraw>>select withdraw>>enter the date the child was withdrawn

Freezer

Any food that has been put in the freezer should be dated, especially if it is in a freezer bag. That way you will know what to use first before it goes bad. If it is found that you or your home has food in the freezer in a freezer bag but the bag has no date on it, that is considered to be a finding that needs a corrective action.

In accordance with the U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age or disability. To file a complaint of discrimination, write the USDA, Director, Office of Civil Rights, Room 326 W, Whitten Bldg., 1400 Independence Ave. SW, Washington, DC 20250-9410 or call (202)720-5964 (voice & TDD). USDA is an equal opportunity employer

Updated Meal Requirements

For a refresher on the updated meal requirements, please review any information received at recent trainings and the July 2017 newsletter.

President's Comments

All enrollment forms must be received by or before the 31st of each month.

Acceptable sweet foods:

- Graham crackers
- Animal crackers
- Bran muffin

Water should be made available to children at all times.

Please encourage children to drink water in between meals.

Contact Us



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Mission Statement

T&T Tutor World, Inc. is the leader in guidance and tools for supporting child care providers to serve nutritious meals.

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