**ORIENTATION FOR NEW COOKS & SUBS**

**CHECK LIST**

**\_\_\_\_\_Production book and how is it completed daily**

**\_\_\_\_\_Meal counts and papers to be completed daily**

**\_\_\_\_\_Portion sizes and guidelines for USDA CACFP**

**\_\_\_\_\_Family Style (helping one child each day set at least one table at lunch time.**

**\_\_\_\_\_After meals sweep floor under and around tables and empty trash.**

**\_\_\_\_\_Return cart to kitchen.**

**\_\_\_\_\_Creditable foods.**

**\_\_\_\_\_C/N labels.**

**\_\_\_\_\_USDA Recipes.**

**\_\_\_\_\_Hi lite invoices. Even a sub sometimes need to go to store.**

**\_\_\_\_\_Buying Guide.**

**\_\_\_\_\_Food Allergies.**

**\_\_\_\_\_UHR Meal Policy.**

**\_\_\_\_\_Check list for cooks/subs (cleaning)**

**New Cook or Sub**

**Cook and center**

**Date**