

**Charleston County School District Nutrition Services**

---

**2019 Seamless Summer Feeding Program (SSFP) Site Application**

**(Dates of operation: Monday, June 10 – Friday, August 9)**

**Application instructions:** This is a two-page document. Please complete **each** field. Be sure to select a meal pick-up location (we will do our best to accommodate your request). Review the three site descriptions and select the ONE that applies to your site. If you have any questions, please call 843-746-1376 or email [jeremy\\_tunstill@charleston.k12.sc.us](mailto:jeremy_tunstill@charleston.k12.sc.us). The **deadline** for submitting your SSFP application is **Friday, May 3, 2019**. You can email (PDF) completed applications to [jeremy\\_tunstill@charleston.k12.sc.us](mailto:jeremy_tunstill@charleston.k12.sc.us) or fax to **843-529-3920**.

Name of site (if a school site, please specify program name): \_\_\_\_\_

**Dates** of site operation (include **START and END** date): \_\_\_\_\_

**Days** of site operation (for example: Monday-Friday): \_\_\_\_\_

Site hours of operation: \_\_\_\_\_

Site address: \_\_\_\_\_

Site coordinator name: \_\_\_\_\_

Site coordinator CELL PHONE number: \_\_\_\_\_

Site coordinator email: \_\_\_\_\_

Since 2012, how **many summers** has your site participated in this CCSSD program? \_\_\_\_\_

**Do you want breakfast?**  Yes  No  estimated # of breakfasts per day \_\_\_\_\_

**Breakfast service hours (for example, 8 am - 9 am):** \_\_\_\_\_

**Do you want lunch?**  Yes  No  estimated # of lunches per day \_\_\_\_\_

**Lunch service hours (for example, 11 am - 12 pm):** \_\_\_\_\_

**Preferred summer meal pick-up locations (please circle one):**

- Burke High (downtown)
- Sanders Clyde (downtown)
- Harbor View Elementary (James Island)
- Angel Oak Elementary (Johns Island)
- Ashley River Creative Arts (West Ashley)

- St. James Santee (McClellanville)
- James B Edwards (Mt. Pleasant)
- Stall High (North Charleston)
- Charleston County School of the Arts (North Charleston)
- Mary Ford Elementary (North Charleston)
- E.B. Ellington (Hollywood)

## Charleston County School District Nutrition Services

---

### What type of site will you operate (check one)?

Open site: Serves all children through age 18 at a site that is located within the geographical boundaries of the attendance area of a CCSD school where at least 50% of the children are certified eligible to receive free or reduced price school meals. Sites that meet this criterion are considered “area eligible.” \*\*\*WE ENCOURGE ALL SITES TO OPERATE AS OPEN SITES.

Restricted open Site: On a first-come, first-serve basis, serves children through age 18 at a site that is located within the geographical boundaries of the attendance area of a CCSD school where at least 50% of the children are certified eligible to receive free or reduced price school meals. Attendance is limited for reasons of **security, safety, or control**. If you selected “restricted open” for your site, select which of the following reasons limits your attendance/participation: security safety control

Closed enrolled site: Serves only an identified group of enrolled children who are participating in a specific program or activity (in area-eligible locations); these sites are **not open** for area children to “drop in” for meals and site activities. A **school-based program** (for a specific group of children) is an example of a closed enrolled site.

### By signing this document, I confirm and/or agree to the following:

- Site has adequate storage, space and refrigeration.
- Return “meal counting form” to meal preparation site the following day.
- Any person over the age 18 is not allowed to eat SSFP meals. This program is for children age 18 and under only.
- Sites must serve during approved meals times.
- All sites must accurately utilize CCSD’s “meal counting” form to account for meals served daily. Failure to do so can result in stoppage of meal service.
- “Open” and “Restricted Open” sites are required to post signage outside of their sites so that the surrounding community is aware that free meals are available to children and teens.
- Each site and site coordinator is responsible for returning food cambros (containers) and utensils daily. CCSD has the right to refuse meal service if cambros and utensils are not returned daily.
- Site coordinator or site representative will attend one mandatory training session.
- Sites are required to notify school manager of any changes in breakfast and lunch meal counts the same day meals are received.

Signature of site coordinator: \_\_\_\_\_ Date: \_\_\_\_\_

CCSD Office Use Only:       City of North Charleston;    City of Charleston;    CCSD

Please PDF/e-mail application to [jeremy\\_tunstill@charleston.k12.sc.us](mailto:jeremy_tunstill@charleston.k12.sc.us) or fax to 843-529-3920. Or mail to: CCSD Food Services (Jeremy Tunstill); 3999 Bridge View Drive; North Charleston, SC 29405

“CCSD is an equal opportunity provider and employer”

Write any additional comments here: