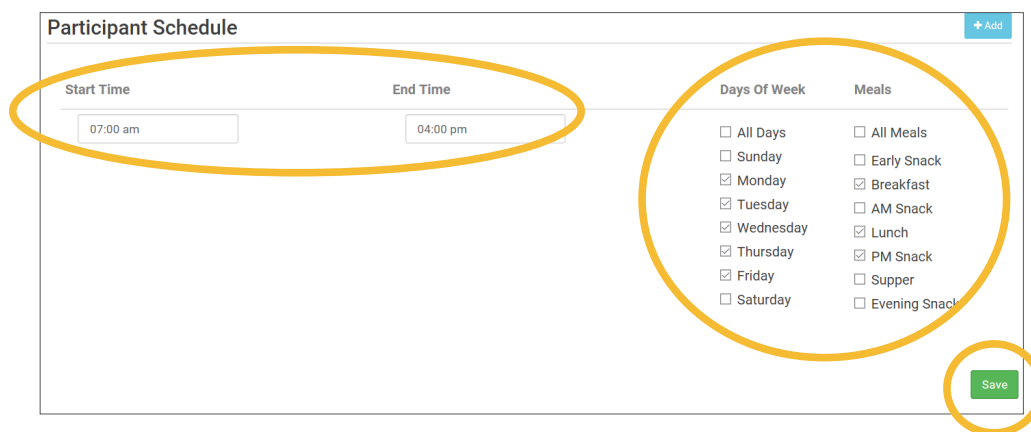


Schedules are optional to include in My Food Program. However, you may find them helpful to include for the following reasons:

- Schedules are used to create estimated counts for food production.
- Including the child's schedule in My Food Program may meet the requirement that sponsors maintain documentation of the usual days and hours in care and typical meals eaten.

To set a child's schedule:

- Click on "Participants & Rosters" on the main dashboard.
- Click on the name of the child.
- Click on the orange "Edit Schedule" button.
- Enter the start and end time for when the child is in care.
- Click the days of the week and typical meals eaten.
- If a child leaves during the day and then returns (for example, is enrolled in before-school care and after-school care) or their schedule varies according to the day of the week, click the blue "Add" button to create another set of in/out times and meals.
- Click "Save".

The screenshot shows a web form titled "Participant Schedule" with a blue "+ Add" button in the top right corner. The form is divided into two main sections. The left section has two input fields: "Start Time" with the value "07:00 am" and "End Time" with the value "04:00 pm". The right section is a table with two columns: "Days Of Week" and "Meals". The "Days Of Week" column lists days from Sunday to Saturday, with checkboxes for Monday, Tuesday, Wednesday, Thursday, and Friday checked. The "Meals" column lists meal types: All Meals, Early Snack, Breakfast, AM Snack, Lunch, PM Snack, Supper, and Evening Snack, with checkboxes for Breakfast, Lunch, and PM Snack checked. A green "Save" button is located at the bottom right of the form. Three yellow callouts are present: an oval around the "Start Time" and "End Time" fields, a larger oval around the "Days Of Week" and "Meals" sections, and a smaller circle around the "Save" button.