

## Participants & Rosters: Households & Participants: Adding Children: Participant ARAM Checkbox



The checkbox on the participant page “After School Program (ARAM)” is used by traditional child care centers that are also participating in the At-Risk Afterschool Meals Program. Centers that participant in both programs need to keep separate records, which can be accomplished in My Food Program. Note: for traditional child care centers to participate in ARAMS, meal counts must be taken by name. Headcount meal counts cannot be used with this configuration.

### In order to check in a child for an ARAM meal, all of these conditions must be true:

1. The site is indicated as eligible for ARAM in Site Details.
2. The meal is designated as eligible for ARAM in Site Details.
3. The child is designated as enrolled in ARAM on their participant page.
4. The roster is designated as eligible for ARAM in Participants & Rosters.

When all four of those conditions are met, you can check the child in for an ARAM Meal.

A screenshot of the "Meal Count Roster" form. At the top, the title "Meal Count Roster" is in a bold, black font. Below the title, there are three dropdown menus: "Date" (set to 03/24/2020), "Roster" (set to School Age), and "Meal" (set to PM Snack). Below these is a table with three columns: "ID", "Name", and "ARAM Meal". The table contains three rows of data: ID 5, Name Liam Cook; ID 7, Name Ruth McGregor; and ID 6, Name George Robinson. Each row has a checkbox in the "ARAM Meal" column. The checkbox for Liam Cook is circled in orange. Below the table, there is a "Current Total" label and a text box containing the number 0. To the right of the text box are two buttons: a blue "Add Participant" button and a green "Save" button.

Checking the “ARAM Meal” box will count the meal in the ARAM claim. During claim creation, My Food Program will ensure that only one meal and one snack (or two snacks) will be included in the ARAM claim and that the overall claim limit of two meals and one snack (or one meal and two snacks) for each participant will be met.

Traditional child care centers that are also participating in the At-Risk Afterschool Meals Program will have additional choices when running reports. Take care to run the report that includes the correct data.

### To designate a child as participating in the At-Risk Afterschool Meals Program:

- Click on “Participants & Rosters” from the main dashboard.
- Click on the name of the child.
- Check the box that says “Afterschool School Program (ARAM)”.
- Click “Save”.