

STEPS FOR STARTING A BREAKFAST PROGRAM

- Recognize there is a need for a breakfast program and make a decision to create a universal program in your school.
- Get the school staff and administration in support of having a breakfast program.
- Recruit committed volunteers. Volunteers and others involved with the breakfast program must have a criminal record check and policy 701 training completed before starting.
- Decide which type of breakfast program you will be offering and which foods will be provided.
- Create a committee that will oversee the breakfast program.
- Contact local businesses and non-profit organizations to spread awareness of the breakfast program and to canvass for donations for funding or products. In order to do this effectively you could send out cover letters explaining the program and what is needed.
- Apply for funding and grant through resources such as Breakfast for Learning, Breakfast Clubs of Canada, and other resources suggested in the manual.
- Assign an accessible location in the school to hold the program.
- Evaluate the existing resources in your school and compile a list of needed resources (i.e. sink; food preparation area, commercial toaster, fridge, deep freezer, storage, etc).
- Designate and evenly distribute roles and responsibilities to volunteers and others involved in the breakfast program. Ensure the volunteer fully understands, is comfortable with, and can successfully carry out their role and responsibilities.

“One school in New Brunswick has a very successful breakfast program in which they have left over gift cards from a grocery store that they give out to children and youth in need during the holidays.”