

Program Contact Information Sheet

This information sheet will assist you in knowing who to contact or where to access information in case of transition or succession. Please contact your Student Nutrition Program Manager/Director to set a transition meeting when a new coordinator has been assigned.

Program Name

Principal Name

Type of Program (e.g. breakfast/snack/lunch)

Program Coordinator

Name

Phone #

Email Address

Program Alternative Coordinator

Name

Phone #

Email Address

Food and Friends Student Nutrition Program Manager/Director

Name

Phone #

Email Address

Certified safe food handler)

Expiry Date

Name

Phone #

Email Address

Other contacts (volunteer coordinator, grocery shopper, reporting coordinator, certified safe food handler, etc.)

Role

Name

Phone #

Email Address

Please refer to the Food and Friends website <http://www.childrensfoundation.org/food-and-friends>

Program Coordinator Manual

<http://childrensfoundation.org/what-we-do/food-and-friends/coordinator-login-resources/resources>

Coordinator Login

<http://216.254.158.221/Account/Login/SNPGuelph>

Coordinator Login

Password

Login

File box/ records location

Completed by

Name

Date