

RBL WALK-THROUGH CHECKLIST

The following is a checklist for administrators of what should be present at each stage of the RBL process. The following are not mandatory but are recommendations/things to consider when getting RBL started. Each step serves to provide an idea of each stage and how each can be carried out.

1. Class Time

Children follow their normal class time schedule.

2. Recess

Students are released to recess.

- Whistles
- School yard supervisors

3. Line Up

Students are alerted to start lining up for lunch by class.

- Whistles
- School yard supervisors
- Designated area for students to line up by class
- Class Roster Sign (Teacher Name in front, List of students on back)
- Sanitizing stations or Access to bathroom to wash hands before entering cafeteria

4. Lunchtime

Students line up and follow staff procedures to acquire their lunch.

- Pin Number Device/Tablet for Lunch Check-in
- Nutrition Service Assistants
- Designated area for students to eat

5. Pick Up

Students line up at previous designated line up area by class until teacher comes for pick up.

- Designated area for students to line up by class

6. Back to Class

Students are escorted back to class with their teacher.