

FOODS PROVIDED FOR SCHOOL FUNCTIONS – ADMINISTRATIVE REGULATION

The Board of Trustees will permit the serving of foods from home for school activities given the following criteria:

1. All foods served at school functions shall be prepared or purchased according to the California Uniform Retail Food Facilities Law and Health and Safety Code 113700 et seq. Food Items may be distributed by individuals or organizations during the school day if:
 - a. It is a prepackaged item, or
 - b. It is prepared by a licensed outside vendor, or
 - c. It was prepared in a district kitchen facility under the supervision of an authorized Child Nutrition Services representative, or
 - d. It is food prepared in the home following safe food handling guidelines
2. The following safe food handling guidelines are suggested when preparing the above foods for school activities. These procedures will be available to all parents and guardians, staff and parent organizations in order to promote the safe preparation of those foods.
 - a. Wash foods that come in contact with the ground when growing or harvesting such as apples, melons, berries, grapes, tomatoes, lettuce, and so on.
 - b. Wash hands frequently during preparation and always after using the restroom. Keep hands away from the mouth and nose during preparation and always cover cuts and scrapes so as not to expose them to the food.
 - c. Make sure to sanitize all preparation surfaces and utensils with a mild sanitizing solution.
 - d. Do not use products from damaged or bulging cans.
 - e. Hold all cold foods at less than 41 degrees and all hot foods at greater than 150 degrees Fahrenheit to avoid the "Danger Zone" where bacteria have the opportunity to live and multiply. Reheat all hot foods to 160 degrees Fahrenheit before serving. Cool foods promptly in the refrigerator uncovered and not at room temperature. Food can be transported as long as exposure to the "Danger Zone" is limited.
 - f. Don't thaw foods at room temperature. Always thaw frozen foods on the bottom shelf in the refrigerator, in the microwave or under cold, running water in less than one hour.
 - g. Avoid bringing homemade food to school if any member of the household has had an intestinal illness or traveled out of the country during the previous two months.

- h. The district's safe food handling procedures will be available to these organizations and sponsors to provide information on the appropriate steps to safeguard the health of pupils, staff and community.
3. Drinks brought from home should adhere to the District regulations regarding carbonated sodas. Milk brought from home needs to be properly chilled.
4. It is the responsibility of the pupil's parent/guardian to notify the teacher and site principal of any food allergies their child may have and what precautions are required to address their needs. In the event individual school sites allow food to be provided to pupils for school functions, the school site needs to implement a program whereby the organizing parents/guardians are made aware of the unique needs of the pupils in the classroom.
5. In order to support traditional school events such as Thanksgiving Feasts and International Celebrations (of which ethnic foods are sometimes the highlight of the event), a parent or guardian must provide explicit permission to participate in the event. The announcement of the event should include a listing of the foods that will be provided from home.

Legal Reference

HEALTH AND SAFETY

Code 113700 et seq. California Uniform Retail Food Facilities Law

ADOPTED: 11/18/03

BOARD OF TRUSTEES

PLEASANTON UNIFIED SCHOOL DISTRICT

PLEASANTON, CALIFORNIA