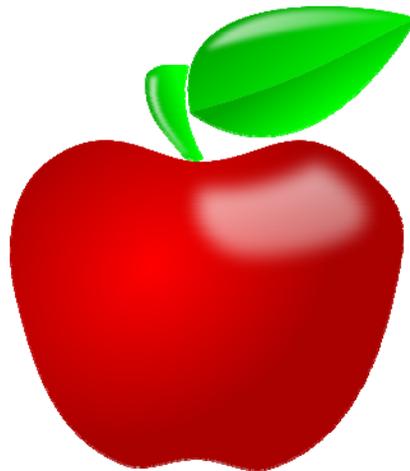


# Food Event Guide

**North Kitsap School District**  
18360 Caldart Ave. NE  
Poulsbo, WA 98370  
(360)396-3279



## **Helpful Information:**

### **Kitsap County Health District**

Norm Dicks Government Center

345 6<sup>th</sup> St.

Suite 300

Bremerton, WA 98310

(360) 337-5235

[www.kitsapcountyhealth.com](http://www.kitsapcountyhealth.com)

### **North Kitsap School District Food & Nutrition Services**

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# Healthy Schools

# **Food Event Guidelines**

What you need to know when you serve or sell food in the North Kitsap School District

## **Selling of Food**

Washington State and the Kitsap County Health Department have regulations regarding the sale of all food, especially food that is considered “Potentially Hazardous” as defined by the Washington State Retail Health Code. The selling of all food must be approved by the Kitsap County Health Department. The Health Department will determine the type of licensing and permit or if the sale is considered exempt.

## **Home Prepared Foods**

No home prepared foods may be **sold** on school premises. All foods that are sold must be prepared in a commercially approved and inspected kitchen. The district’s Food and Nutrition Services (FNS) Department and the Odin Inn Culinary Arts Program are approved licensed facilities.

## **All Foods Sold to Students “During the Defined School Day”**

Effective July 1, 2014, the USDA implemented nutrition standards for foods and beverages **sold** in schools to students starting at midnight prior to the start of the school day until thirty minutes past the end of the regularly scheduled school day and are as follows.

Any food sold in schools must:

- Be a whole grain-rich grain product; or
- Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
- Be a combination food that contains at least ¼ cup of fruit and/or vegetable; or
- Contain 10% of the Daily Value (DV) of one of the nutrients of public health concern in the 2010 Dietary Guidelines for Americans (calcium, potassium, Vitamin D, or dietary fiber).\*

Foods must also meet Calorie, Sodium, Fat, and Sugar limits.

Beverages - Elementary schools may sell up to 8 ounce portions, while middle schools and high schools may sell up to 12 ounce portions, of juice and milk. There is no portion size limit for plain water. These standards do not apply during non-school hours, after school events (with respect to the 30 minute after the end of school day requirement), on weekends and at off-campus fundraising events.

**There are no exceptions to these standards and guidelines at this time.**

### **Student Stores and Concession Stands**

Where food is being prepared to sell, student stores must have an Annual or a Seasonal Food Establishment Permit issued by the Kitsap County Health Department. Washington State Health regulations must be followed, including having someone with current food handlers permit present at all times that food is being prepared and/or served.

### **Classroom Cooking**

No potentially hazardous foods may be prepared in classrooms, with the exception of Home and Family Life classes and the Culinary Arts Program. Safe food handling procedures must be a part of classroom instruction involving food preparation of non-potentially-hazardous foods. (See list of potentially hazardous foods and food handling guidelines.) All sales of food from the above mentioned classrooms must follow the "Selling Food" requirement.

### **Kitchen/Facility Use and Selling Food**

Any person or group wishing to use the North Kitsap School District Kitchens for the purpose of selling food, must first secure the "Annual or Seasonal Food Permit" from Kitsap County Health Department, then contact the Facility Use Department to schedule kitchen use. The FNS Department will determine if a FNS Standby will be required. The FNS Standby will serve as the "Person In - Charge" as outlined in the "Washington State Retail Health Code".

## **Serving Food**

### **Classroom Parties (Includes all school sponsored events)**

Due the potential risks to students with food allergies, and to ensure foods that are made available to students are prepared properly, homemade foods and the sharing of food brought from home are not allowed. Only foods that are purchased from a commercially approved kitchen or individually wrapped and labeled should be made available to students. Especially elementary grade level students.

### **Potlucks**

Potlucks that include potentially hazardous foods and include students are not allowed at school sponsored events. The sharing of food, especially homemade foods should only be made available to school building staff and their adult guests. The only time when a Potluck may include students is when an outside organization is renting a district facility and is NOT considered to be a School Sponsored Event.

### **Kitchen/Facility Use and Serving Food (Non-Food Sales)**

Anyone wishing to use the district kitchen facilities must contact the Facility Use Department. The FNS Department will be contacted and determine if a FNS Standby will be required. The use of major kitchen equipment ovens, mixers & dishwashers, will require a FNS staff member as a Standby person even if the group requesting the kitchen is not selling food. The standard facility use rate will apply. This type of use will be considered a "Potluck".

## **DEFINITIONS**

### **Potential Hazardous Foods (definition)**

- "Time/temperature control for safety food" means a FOOD that requires time/temperature control for safety (TCS) to limit pathogenic microorganism growth or toxin formation.
- "Time/temperature control for food Safety" includes:
  - An animal FOOD that is raw or heat-treated; a plant FOOD that is heat- treated or consists of raw seed sprouts, cut melons, cut leafy greens, cut tomatoes or mixtures of cut tomatoes that are not modified in a way so that they are unable to support pathogenic microorganism growth or toxin formation, or garlic-in-oil mixtures that are not modified in a way so that they are unable to support pathogenic microorganism growth or toxin formation;

## **Potluck (definition)**

- Event where the people participating have brought food that is consumed only by the people in the group.