

Selah School District: Food on Campus Q&A

1. How do I know if my event is “Open” or “Closed?”

An event is considered to be OPEN and DOES require a temporary permit if:

- The event is advertised through use of banners, flyers, newspaper articles or other means.
- The event is open to the public/community.

An event is considered to be CLOSED and DOES NOT require a temporary permit if:

- The event does NOT advertise through the use of banners, flyers, newspaper articles or other means.
- It is a club event in which only members and their guests are invited and that is NOT advertised by any means. Examples include but are not limited to: PTSO potluck dinner for teachers, end of season Team Award Banquets.

2. If the food I am providing is pre-packaged, do I still need a temporary permit?

It depends on the type of pre-packaged food being served. Any food that is considered to be a Potentially Hazardous Food (PHF) requires a temporary food permit, even if it is a pre-packaged item. See question #3 for more information regarding PHF items.

Examples of Commercially Produced, Ready to Eat, Non-PHF items that DO NOT require a temporary permit:

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|-----------------------------------|------------|
| • Candy (Starbursts, M&M's, etc.) | • Pretzels |
| • Donuts | • Chips |
| • Cookies | • Jerky |
| • Granola bars | • Soda pop |

Examples of Commercially Produced, Ready to Eat, Non-PHF items that DO require a temporary permit:

- Pre-packaged pizza pocket
- Pre-packaged sandwiches & wraps
- Pre-packaged salads
- Pre-packaged snacks – cheese & crackers
- Fruit/vegetable cups that require refrigeration
- Yogurt
- Ice cream bars & cups

3. What are potentially hazardous food (PHF) items?

PHF items are defined by the Food and Drug Administration (FDA) as “Any perishable food which consists in whole or in part of milk or milk products, eggs, meat, poultry, fish, shellfish, or other ingredients capable of supporting the rapid and progressive growth of infectious or toxigenic microorganisms.” These food items require special attention to temperature control to ensure prevention of the growth of potentially harmful organisms. Additionally, these foods must be held within certain temperatures, prepared, cooked, cooled and stored properly to further ensure food safety. Visit this page for more information:

<https://www.selahschools.org/site/handlers/filedownload.ashx?moduleinstanceid=1986&dataid=2568&FileName=Potentially%20Hazardous%20Foods%20WA%20DOH%205.13.pdf>

4. How do I get a permit for the food I want to serve at my OPEN event?

There are two ways to meet Health Department requirements for an OPEN event that requires a food license:

1. Temporary permit through the Health Department.

Visit <https://www.yakimacounty.us/331/Temporary-Food-Licenses> or call 509-249-6508 for more information. As stated on the website, it is recommended that the application be turned in at least two-weeks prior to the event. For information regarding cost of a food license or further questions regarding your event, please call the Environmental Health Help Desk at 509-249-6508.

2. Rent the school kitchen.

The cost is \$22/hr. @ 2hr minimum for non-profit programs which includes 1 staff member and use of the kitchen including dishwasher, refrigerator, freezer and all equipment needed to safely serve food. For larger events there is a \$22/hr. charge for each additional staff member. Selah Nutrition Services also caters-see question #5 for more information.

5. Do I need to prepare the food or can kitchen staff from SSD prepare the food?

Potentially Hazardous Food served at an OPEN event must be provided by a licensed company or prepared onsite, not in a home kitchen. Nutrition Services staff can assist in your food preparation in the school kitchen @ \$22/hr. per staff member or provide full catering services. Examples include breakfast, lunch and dinner menus tailored to your event, cheese zombies and tomato soup, vegetable and fruit platters, cookies and gourmet desserts, and coffee/tea service. Please contact Laurie Ozanich, RD Director of Nutrition Services at 609-698-8195 or email lauraozanch@selahschools.org for more information.

6. If my event will have food provided by local restaurants do I still need a temporary permit?

If a restaurant or caterer will be preparing and delivering food, the Health Department requires a system to keep hot food hot and cold food cold during service. People are required to practice good hand washing hygiene and wear gloves. Additionally, regardless if food is being served from an outside source, if the event is an OPEN event (see question 1 for more details) you WILL need a temporary permit. Lastly, a restaurant or caterer must have a license to prepare food in a licensed kitchen, ask to see their license prior to service to ensure safety for you and your guests and to ensure that you are abiding by the Health Department's regulations.

Here is an example: Your event will be providing Domino's pizza which will be prepared at Domino's and brought in by Domino's. Additionally, Domino's will provide insulated bags to keep the pizza warm. In this scenario, you will need to ensure that the pizza is kept warm in the insulated bags and served immediately. If this is a closed event, no temporary permit is needed. If this is an open event, a temporary permit is required.

7. What are Smart Snack Guidelines and will my event have to meet these guidelines?

Any food or beverage **sold to students** on school campus during the school day must meet Smart Snack Guidelines. These nutrition standards are set by the United States Department of Agriculture (USDA) to ensure that all snacks **sold** to students on campus **midnight before to 30-minutes after school ends** are nutritious. Items sold to students after this timeframe are not required to follow Smart Snack Guidelines. In addition, food provided to students free of charge during the school day is not required to meet Smart Snack Guidelines. Selah recommends choosing Smart Snacks for students during the school day. For more information on these guidelines, refer to :<https://fnsprod.azureedge.net/sites/default/files/tn/USDASmartSnacks.pdf>

To see if the item you would like to sell during the school day fits into Smart Snack Guidelines <http://www.k12.wa.us/ChildNutrition/Programs/NSLBP/pubdocs/SmartSnacksReferenceChart.pdf>

Questions? Contact Laurie Ozanich RD @ 698-8195 or email lauraozanich@selahschools.org