

# FOOD AND NUTRITION PROCEDURES

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## Miami-Dade County Public Schools

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Subject:	USE OF FOOD SERVICE FACILITIES
For Action By:	PRINCIPALS, FOOD SERVICE MANAGERS
Refer Questions to:	FOOD SERVICE ADMINISTRATORS, DEPARTMENT OF FOOD AND NUTRITION

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Per State Board of Education Rule [6A-7.0411\(2\)\(f\)](#), it is the responsibility of the District School Board to "provide facilities and equipment necessary for the efficient and effective operation of the school food service program in compliance with Chapter 6A-2, F.A.C."

The use of the food service equipment and facilities for the operation of the school food service program must always have first consideration. The Board has provided policies to permit the use of school facilities to qualified community organizations for non-school functions (Board Rule [6Gx13-1D-1.01](#) Specific Authority 230.22(2)FS, Made Specific 235.02FS).

### **USE FOR REGULAR SCHOOL ACTIVITIES**

The principal schedules the use of the food service facilities for the implementation of the food services for which the school is approved. Regular food service personnel are to be used for food preparation and meal service. After providing for the regular school food service program, the principal:

- A. schedules the use of the food service facilities for other school activities
- B. determines approval for all requests for special meal functions for students
- C. assures that all special meal functions for students are provided in accordance with requirements of the F&N Procedures [B-4](#) and [I-1](#) of this manual
- D. assures the sanitation and safety of the food and all food service equipment by restricting its use to school related purposes only by food service employees
- E. assures that all Board rules and policies relating to the use of facilities are adhered to

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### USE OF FOOD SERVICE FACILITIES (continued)

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#### **BY NON-SCHOOL PERSONS AND ORGANIZATIONS**

All requests made at the school level for the use of food service facilities by non-school persons and organizations, including school-allied groups, shall be channeled through the school principal. The principal is responsible for assuring that all Board rules are followed in the use of the facilities and equipment in the school. These rules are covered in School Board Rules [6Gx13-1D-1.01 through 1D-1.11](#). (See [Program Authority Section A](#)).

#### **PERSONAL USE OF FACILITIES**

Food service facilities and equipment are not to be utilized for personal use. Food prepared in a private home shall not be used or offered for sale in a school food service facility.

#### **USE OF LAUNDRY FACILITIES**

According to State of Florida Food Hygiene Manual, [Chapter 64E11.008](#) for food operations: "Laundry facilities in a food service establishment shall be restricted to the washing and drying of linens, cloths, and aprons necessary to the operation." This will further assure compliance with HACCP practices aimed at preventing cross contamination and foodborne illness.