

# CACFP Family Style Dining Standard Operating Procedure

Preventing contamination at the CACFP self service station.

## Purpose

- To confirm that Food Service staff are properly cleaning and sanitizing the service station for CACFP meals.
- To prevent foodborne illness by ensuring that all meals are protected from temperature abuse and contamination.
- To guide Food Service staff and teachers/school staff to ensure that all CACFP nutritional goals are met.
- To encourage a pleasant eating environment and promote mealtime as a learning experience by allowing children to serve themselves from common platters of food (with assistance from supervising adults) and provide educational activities that are centered around food.

## Scope

This procedure applies to any Food Service staff/teachers/school staff who are responsible for CACFP Family Style Dining

## Key Words

Contamination, Self Serve, CACFP Family Style Dining

## Instructions

1. Train Food Service staff on using the procedures in this SOP.
2. Follow State or local health department requirements.
3. Follow Employee Health Policy, Personal Hygiene, and Washing Hands SOPs. \*Employee health policy is not included in this resource.
4. Follow manufacturer's instructions for operating, heating and pre-chilling equipment before use. If using cambro ice blocks make sure they are frozen for use.

5. Wash all fruits and vegetables by following the procedures in the Washing Fruits and Vegetables SOP.
6. Prepare all cut fruits and vegetables by following the procedures in Preparing Cold Potentially Hazardous Foods SOP.
7. Prepare all hot food according to the Preparing Hot Potentially Hazardous Food SOP.
8. Place all exposed food under sneeze guards.
9. Take temperatures of all food items and record on the Food Temperature/Production record.
10. Provide an appropriate clean and sanitized utensil for each container on the service line. Replace utensils if dropped with clean and sanitized ones.
11. Replace existing containers of food with new containers when replenishing the service station.
12. Provide clean and sanitized reusable or disposable/compostable trays for self service.
13. Assist students who are unable to properly use the service station.
14. Ensure that students follow the Bulk Milk SOP and use a clean cup when getting milk or seconds.
15. Store trays in a manner to prevent customers from touching the food contact surfaces.
16. Avoid using spray chemicals while in use. Use a fresh sanitizer bucket with towel to sanitize handles before, in-between and after meal service.

Teachers, School Staff, or Food Service staff must

1. Encourage the students to serve themselves the full minimum serving size.
2. The student must take the full minimum serving size of the food component they choose in order for the meal to be reimbursable. They do not have to take all of the components offered.
3. Implement a share table if the student doesn't want all of the components.
4. Observe appropriate food handling techniques including:
  - a. Using proper hand washing and glove use procedures prior to taking food.
  - b. Maintaining cold temperatures (41°F or less) for cold foods.
  - c. Maintaining hot temperatures (135°F or above) for hot foods.

## Monitoring

1. Monitor and record temperatures of food in accordance with the Hot or Cold Potentially Hazardous Foods SOP depending on the food item.
2. Continually monitor food containers to ensure that utensils are stored on a clean and sanitized surface or in the containers with the handles out of the food.
3. Continually monitor students use of the Service Station to ensure that students are not:
  - a. Coughing, spitting, wiping mouth and touching or sneezing on trays, cups, or dispensers.
  - b. Touching food with their bare hands.
  - c. Using the same tray for subsequent trips.

## Corrective Action

1. Retrain any Food Service staff/teacher/school staff found not following the procedures in this SOP.
2. Remove and discard contaminated food.
3. Discard the food if it cannot be determined how long the food temperature was above 41°F for cold food and below 135°F for hot food.

## Verification and Record Keeping

- The Kitchen Lead will verify that Food Service staff are assigned to monitor and maintain the CACFP family style self service station. Food Service staff will record temperatures in the CACFP log. This form is to be kept on file for a minimum of 3 years. Food Service staff will document any discarded food on the Damaged or Discarded Product Log.
- The Kitchen Lead will verify that appropriate corrective actions are being taken by reviewing, initialing, and dating the Damaged or Discarded Product Log each day.
- The Production Log and the Damaged or Discarded Product Log are to be kept on file for a minimum of 3 years.

Date Implemented \_\_\_\_\_ By \_\_\_\_\_

Date Reviewed \_\_\_\_\_ By \_\_\_\_\_

Date Revised \_\_\_\_\_ By \_\_\_\_\_