**Secondary Grab and Go Lunch**

**Standard Operating Procedure**

**Needs:**

* Bagged lunches
* Carts
* POS
* Sanitizer spray
* Towels
* Mask/ gloves

**Food Preparation**

* Put on hair restraint, apron, mask, wash hands and put on gloves prior to assembling and distributing meals. Change out any soiled gloves, mask, or apron during the course of the day.
* Meal preparation and packaging will depend on the menu.
* How will breakfast be addressed?
* Maintain proper holding temperature of foods

**Meal Carts**

* How will students be released from class?
* Determine location for mobile meal cart and how many carts (staffing model)
* Will cart be used on both sides?
* Ensure proper social distancing while students are in line for the cart

**Offer vs Serve**

* Per health department – Can students touch anything?
* Must take entrée and fruit + vegetable (goes back to waiver and how you want to offer meals)
* Milk is optional (will students serve themselves or Food Service employees serve?)

**Timing**

* Longer meal service times will be required for any meals served in the cafeteria to promote social distancing protocols.
* Alternate between meal service in classroom and cafeteria – by grade, classroom, hallway, A/B schedule. All students should have an opportunity for a dining room experience.

**Meal Count and Production Records**

* Standard POS will be used. Sanitize after each student or FS employee enters the number?
* Using POS sales report tally end of the day count
* Complete Menu Production Records

**Clean Up**

* Roll cart back to cafeteria
* Remove all leftovers (count per protocol)
* Discard leftover food not maintained under constant 41° F or below for cold and 135° F for hot food.
* Follow established procedures for returning/discarding menu items that have not been served to students. • Record temperature for equipment, cooking, hot holding and cold holding and sanitizing solutions.
* Clean and sanitize cart daily
* Plug in, if needed