

**Name of procedure:** Food Served to Students in District Sponsored Activities

There are a variety of activities and events conducted at District facilities. This procedure addresses only those activities or events that are sponsored by the district in whole or part where food is prepared and/or served on district property. The "School Sponsored Events and Activities" memo can be found by [clicking here](#) or by searching the internet for Anoka Hennepin website for the memo title. This procedure does not alter any educational food preparation curriculum.

**Purpose:** To protect the health of the school community.

**Rationale:** The Minnesota Department of Health, Anoka County, and Hennepin County Community Environmental Services recommend that all food served to students and the public should be obtained from sources approved and inspected by federal, state, or local regulatory authorities. Approved sources include prepared, packaged or individually wrapped food items such as cookies, or other packaged baked goods, candies, or individually portioned items. Storing, distributing, and/or serving students and/or public food items that are prepared in individual homes, or any other unlicensed kitchen or facility may result in serving inadequately cooked or improperly handled foods. Improperly handled food could result in students and the public contracting a food borne illness or possibly ingesting a food source that has been tampered with. Food borne illness can result in gastrointestinal symptoms, yellowing of the eyes or skin, fever, hospitalization, permanent loss of kidney function, blood clotting abnormalities, and even death. Therefore, Anoka-Hennepin requires that all foods served to students will be obtained from sources approved and inspected by federal, state, or local regulatory authority.

**References:** MN Food Code Chapter 4626 and 65.

1. Anoka-Hennepin school district will serve, store or distribute foods from approved and inspected sources to students in Anoka-Hennepin ISD #11 during the school day. Although our biggest concern is the health risks in handling/serving raw meat, there are other issues (electrical load with roasters and crock pots, etc.).
2. Special caution needs to be observed when the items being served are potentially hazardous food products (those containing meat, milk, eggs, cheese, fish, and cut up fruits and vegetables). These items require strict handling before serving. For further information, please contact the Child Nutrition Site Supervisor.
3. Food vendors providing products and/or services to Anoka-Hennepin schools will be required to provide copies of license and liability insurance to the staff member contracting with them.
4. Please refer to the Anoka-Hennepin Wellness policy which indicates classroom snacks and celebrations should reinforce the importance of healthy choices. The wellness policy can be reached by [clicking here](#) or by searching the internet for the Anoka Hennepin website and then school board policy 533.5 .
5. Teaching staff serving the commercially prepared food shall be responsible to check with parents/guardians and health service with regards to possible individual students food allergies. Arrangements for an alternative food choice must be offered to allergic students.

Chapter:  
Approved by: H/W/S  
Date: 1/24/12

6. The individual school kitchen may allow temporary storage of the commercially prepared foods as space permits. Prior arrangements must be made with the Child Nutrition Site Supervisor to maintain food security.
7. With regards to Community groups usage of school district kitchen facilities:
  - a. The superintendent or his designee will determine conditions of usage and provide permission for use of school kitchen facilities. If the kitchen space is rented from the school per school board policy there has to be a district Child Nutrition Staff person on duty who has a MN Food Manager license and is paid at the hourly rate quoted in the district policy. [Click here](#) or search the internet for the Anoka Hennepin website and then school board policy 902.0.
  - b. Groups cannot access the kitchen to:
    - i. Bring food from home into the kitchen for refrigeration or preparation;
    - ii. Use utensils, equipment or counters in the kitchen to prepare or serve food brought by individuals to the school.

**\*\* Staff pot lucks are allowed under MN State Statute 157.22. The potluck exclusion statute can be accessed by [clicking here](#) or by searching the internet for it. **Anyone that eats the offered foods does so at his/her own risk.****