

BALTIMORE COUNTY PUBLIC SCHOOLS
Office of Food and Nutrition Services

Food Safety and Use of Cafeteria Facilities

Food Safety Procedures

1. All time temperature controlled for safety (TCS) foods served on BCPS property shall be prepared under the supervision of a licensed food service facility. A food service facility means a place or operation where food is prepared, served, or distributed for human consumption, on the premises or elsewhere, with or without charge. The following licenses qualify:
 - Office of Food & Nutrition Services (OFNS)
 - Catering service with a valid food facility identification number.
2. No food service facility shall operate unless it is under the direct supervision of a certified food service manager whenever food is received, prepared, and/or served on the premises. To be recognized as a certified food service manager, an individual must have a valid certification/identification card in his/her possession. The Department of Environmental Protection and Resource Management for Baltimore County issues Certified Food Service Manager ID cards.

Home-prepared food for a single student does not fall under this regulation.

Prevention of Foodborne Illness

Foodborne illness is a major concern to the Baltimore County Public Schools. A foodborne illness is a disease carried or transmitted to people by food. Although any type of food can become contaminated, some are better able to support the rapid growth of microorganisms than others.

The Center for Disease Control (CDC) has identified some common factors that are responsible for foodborne illness. These include:

- Purchasing food from unsafe sources
- Failing to cook food adequately
- Holding food at improper temperatures
- Using contaminated equipment
- Poor personal hygiene.

Department of Environmental Protection and Resource Management, Code of Baltimore County Regulations (1.01.01) prohibits the sale of potentially hazardous food at school-sponsored events in non-licensed food production facilities. Potentially hazardous foods contain moisture and protein with a neutral or slightly acidic PH. Such foods require time temperature control to prevent the growth of microorganisms and the production of toxins. Any potentially hazardous foods, such as any food requiring hot or cold temperature control, cannot be brought to school by unlicensed individuals or facilities and be served to students at school-sponsored functions.

Use of Office of Food and Nutrition Services Kitchen Facilities

- A. The health department license issued to the OFNS is not transferable to outside caterers or groups applying for use of OFNS facilities. Such outside groups and caterers are invited to apply for use of the OFNS kitchen facilities and food preparation areas in accordance with Board of Education Policy and Superintendent's Rule 1300, *Use of School Facilities*.
 - II. Use of School Facilities and/or Grounds by Groups and Organizations, B. All groups and organizations must complete an application for use of facilities and/or grounds for each planned activity or event. The *Application for Use of School Facilities* is attached to this rule (*See, Rule 1300, Form A*) and may also be obtained from the school principal or the Department of Physical Facilities.
 - III. Conditions of Use, H-11. Evaluation and approval by the Office of Food and Nutrition of activities involving the use of a facility's kitchen and/or food service area for the preparation of food, serving of food, or concessions.
- B. The cafeteria manager shall be responsible for ensuring that the appropriate license is held by any outside caterer or group which has been approved to hold a function serving food and that an OFNS employee is present during the event. Fees will be assessed in accordance with Board of Education Policy and Superintendent's Rule 1300.