

SACK LUNCH/MILK STAYS AT A SAFE TEMPERATURE ON FIELD TRIPS STANDARD OPERATING PROCEDURE

PURPOSE: To ensure that milk and food stay at a safe temperature while students and faculty are on a field trip.

SCOPE: This procedure applies to all Brazos ISD sites, all teacher, anyone chaperoning a field trip and cafeteria staff.

KEY WORDS: Field trips, temperature, milk, food, safe

INSTRUCTIONS:

1. Make sure that a cooler is available for the field trip.
2. Have each child pick up their prepared sack lunch and milk from the cafeteria.
3. When students are given the option of milk, but do not want to take it, that is allowable.
4. Teachers do not have the authority to delegate whether a student will or will not take a milk.
5. If a student decides he wants a milk, and to ensure that the milk stays within the safe temperature zone (HACCP regulations) the district must provide a way for that milk to stay cool.

MONITORING: Food Nutrition Director and cafeteria staff will ensure that the proper procedures are being completed.

CORRECTIVE ACTION: Failure to follow procedures may result in corrective action.

VERIFICATION AND RECORD KEEPING: Food service employees will monitor and adhere to this procedure.

DATE IMPLEMENTED: _____ **BY:** _____

DATE REVIEWED: _____ **BY:** _____

DATE REVISED: _____ **BY:** _____