

Conditional Approval of a Food Source for San Diego Unified School District's Garden-to-Cafeteria Program



Food Services Department

www.sandi.net/food

6735 Gifford Way, San Diego, CA 92111

School Site Identification

Name of School: _____

Address: _____

Principal: _____

Cafeteria Site Leader: _____ Phone: _____

Garden Leader: _____ Phone: _____

Garden Co-Leader (if applicable): _____ Phone: _____

Garden Location on Campus: _____

Introduction and Purpose

A growing number of schools across the nation recognize the importance of school gardens in addressing childhood obesity and creating a successful learning environment. School Food Services Departments (FSD), such as the San Diego Unified School District (SDUSD), are taking an important leadership role in the school garden movement—partnering with parents, teachers, and administrators to develop Garden-to-Cafeteria Programs that extend the lessons learned in the garden to the school cafeteria. At its core, Garden to Cafeteria is about serving fresh and healthy garden-grown foods to students through the school meal program, specifically lunch.

Ensuring the safety of the food supply is critical to a healthy student and healthy communities. School and retail food facilities regulated under the California Retail Food Code are required to obtain their food from an “approved source”, as defined in Sections 113725 and 114021 of the California Health and Safety Code. The regulation of food sources helps to ensure a safe food supply.

Some on-site gardens that provide food for a single co-located and regulated school kitchen facility are considered by SDUSD and the Department of Environmental Health (DEH) of San Diego to be approved food sources for that food facility. Express documentation of these determinations, and of the considerations underlying these determinations, will help to ensure safe practices in school Garden-to-Cafeteria gardens.

This conditional approval is intended to ensure that the school garden identified above is a safe source of food for the school kitchen facility participating in the Garden-to-Cafeteria Program. The practices and standards required under this agreement are consistent with applicable standards for approved

food sources, are in conformity with current public health principles and practices, and generally recognized industry standards that protect public health.

School gardens are often co-lead by multiple school staff or parent volunteers. Hereafter, within this document when 'garden leader' is referenced, the standards, protocols and approvals to follow will apply to the 'garden co-leader' as well for school sites where garden coordination is a shared responsibility. The certifications within this agreement document that the school principal and school garden leader understand the critical factors that play a role in preventing the microbial or chemical contamination of produce. In addition it documents the school and garden leader agree to adhere to these minimum requirements. This agreement must be reviewed and re-signed whenever a garden leader or garden co-leader is replaced.

This document regulates only those foods grown in a Garden-to-Cafeteria garden and used in the National School Lunch Program by the identified garden and kitchen facility. The FSD does not take responsibility for the harvest and use of garden-grown foods in the school classroom, or at other non-approved serving sites. The FSD is not responsible for illness or outbreaks related to improper management of plants or produce by gardens and garden leaders. The FSD is only responsible for garden-grown foods after possession of such foods has been taken by FSD staff.

No transfer to, or use of, garden-grown food in any school food facility other than the facility identified above, is allowed under this approval. Food grown on site must be processed and used at that school site in the identified kitchen.

Conditions for Use of Garden-Grown Produce in School Kitchens

Water Quality

- 1) Water used for irrigation must be obtained from a public water system or from wells that have been shown to be free from pathogens.
- 2) Gray water, or recycled water, is not an approved water source for Garden-to-Cafeteria gardens.
- 3) Water runoff from other irrigation practices unrelated to the Garden-to-Cafeteria garden, or rainfall water runoff, must be prevented from coming into contact with the Garden-to-Cafeteria garden.

Septic Systems

- 4) Gardens shall not be planted over septic systems or leach fields.

Presence of Animals

- 5) Efforts shall be maintained to exclude animals, including domestic animals, from the growing area.
- 6) Animal waste may not be used in culinary gardens.

Pesticides

- 7) Pesticides shall not be applied on or around Garden-to-Cafeteria gardens. Further, Garden-to-Cafeteria gardens must adhere to pesticide regulations and application rules outlined in the Healthy Schools Act of 2000; <http://apps.cdpr.ca.gov/schoolipm/overview/faq2000.cfm>.

Compost

- 8) Compost applied to culinary gardens must be fully composted, and may not contain animal fecal materials.
- 9) Compost must be composted in an appropriate vessel or container.
- 10) When composting other materials on campus, please check with the DEH for additional composting information and requirements.

Sanitary Practices

- 11) Gardening and harvest equipment must be maintained in a clean condition and stored in a sanitary location. Garden-to-Cafeteria gardens must have equipment dedicated to, and shall be solely used in, the school garden and not used for other purposes on the property.
- 12) Vegetation at the edges of vegetable patches should be maintained to prevent harborage places for rodents and insect pests.
- 13) The grounds surrounding the garden should be maintained in a manner such that pests are not attracted to the area.

Harvesting Garden Produce

- 14) Harvested produce must be stored and/or delivered to kitchens in clean containers that are not porous and designed specifically to safely hold food. Acceptable containers include food-grade Lexan containers, paper or plastic grocery bags, 5-gallon food-grade buckets, and unused plastic garbage bags. Unacceptable harvest containers include wicker baskets, cloth or burlap bags, and any containers that originally held chemicals, such as household cleaners or pesticides.
- 15) After each use, the harvest container should be run through a dishwasher, 3-compartment sink or equivalent washing system before the next harvest.
- 16) Foods should be harvested in the presence of a garden leader.
- 17) All harvested produce should be recorded in the annual harvest log. A current copy of the harvest log should be kept with the cafeteria site leader and garden leader, see Appendix 2.
- 18) Produce must be thoroughly washed before delivery to any SDUSD kitchen.
- 19) Receptacles for harvest should not be used for storage of harvested foods. Harvested foods should be washed and then stored in clean containers.
- 20) Sprouted seeds harvested from school gardens cannot be served on the salad bar or in school meals as part of the National School Lunch Program.
- 21) Harvested fresh fruits and vegetables cannot be juiced and served at school as part of the National School Lunch Program.

Student Sanitation

- 22) Sick or potentially ill students and garden leaders are not allowed to participate in the harvest of foods for use by the kitchen at any time.
- 23) Students, staff, garden leaders, or any gardeners harvesting produce from Garden-to-Cafeteria gardens, must properly wash their hands before handling produce and be free of open cuts or wounds on their extremities.
- 24) Restroom facilities with warm water and soap must be readily accessible to anyone working in a Garden-to-Cafeteria garden.
- 25) Gardeners should avoid cross-contamination of produce by ensuring equipment, gloves, and other sources of contamination do not come into contact with produce after being potentially contaminated by compost or other materials.

Inspection/Notification

- 26) All garden facilities, equipment, operations, and records shall be subject to inspection by SDUSD Food Services Department staff, DEH, Agriculture Weights and Measures, and relevant government institutions at any time without prior notice.
- 27) Please fill out the Garden Questionnaire and submit it to the Farm to School Specialist. An inspection of the garden will follow the Garden Questionnaire submission, see Appendix 1.

District Garden Regulations

- 28) Any Garden-to-Cafeteria garden must first meet standards outlined for school garden development by [Landscape Services](#) in the *"School Site Garden Guidelines"* Manual.

###

Agreement

A current agreement should be kept on file at the school cafeteria for inspection by the Department of Environmental Health.

Garden Leader Certification

I certify that I am authorized to enter into this agreement on behalf of the _____ School Site of SDUSD. I am, at this time, the garden leader for this Garden-to-Cafeteria garden. This garden, garden leader, and school principal agree to adhere to the requirements listed above and also agrees to implement 'best agricultural practices' in this culinary garden. I certify that the information in the attached Garden Questionnaire is true and correct.

Printed Name & Title (Garden Leader) Signature Date

Printed Name & Title (Garden Co-Leader) Signature Date

Printed Name & Title (School Principal) Signature Date

Food Services Department's Conditional Approval of Food Source

The Food Services Department of SDUSD approves the Garden-to-Cafeteria garden identified above as an approved food source for the school-food facility also identified above. The approval is conditioned upon the garden leaders and school site's adherence to the requirements and 'best agricultural practices' described above, and shall be null and void if those practices are not followed. I certify that I have inspected the Garden-to-Cafeteria garden identified above and that it conforms to the regulations as outlined above.

Printed Name & Title Signature Date

School Site Leader, Cafeteria

I certify that I have been made aware of this Garden-to-Cafeteria garden as an approved source of food for use in the National School Lunch Program.

Printed Name & Title (Site Leader) Signature Date

Printed Name & Title (Area Manager) Signature Date

Are hand washing and restroom facilities available onsite? **YES NO** (circle one) Distance from garden: _____

ANIMALS: (circle one)

1) Are measures taken to exclude wild and domestic animals from the growing area? **YES NO**

2) Are any domesticated animals raised at this location? **YES NO**

If yes, please answer the questions below:

3) Are animals separated from growing area? **YES NO**

i. Identify animal type(s):

ii. Do the same gardeners take care of animals and produce-growing areas? **YES NO**

PRODUCE: (circle one)

1) Do you intend to wash produce prior to its delivery to kitchens? **YES NO**

**For additional information, please contact the Farm to School Specialist at SDUSD's
Food Services Department**

