



SFSP Administrative Handbook

Table of Contents

5. Food Safety

Be Aware of Food Safety Considerations	1
Share Table.....	1
Re-service of Unopened Food.....	1
Using Clean Tableware for Second Portions & Refills	2

Revised 04/2025

SFSP Administrative Handbook

5. Food Safety

Food safety is especially critical in the summer heat. Refer to SFSP, Administrative Handbook, Chapter 5, [USDA's Nutrition Guide for SFSP](#), or [The Kansas Food Code](#) for detailed Food Safety information and requirements.

Be Aware of Food Safety Considerations

- Understand and follow State or local health requirements for serving meals family style to prevent any possible food safety issues.
- Keep food at the proper temperatures.
- Use appropriate, clean containers and utensils to serve the meal.
- Make sure all children and Program staff wash their hands before the meal.

Share Table

A “share” table may be used for unopened packaged food items that children do not consume.

- Share tables must follow safe food handling procedures and follow health regulations.
- Share table items are discarded at the end of their safe food expiration.
- Children who wish more to eat may take food from the share table to eat on-site.
- Adults may not take food or beverages from the share table.
- Share table foods that have been safely held at required internal temperatures may be returned to appropriate storage and served at another meal or may be donated to recognized charities.

Re-service of Unopened Food

Re-service (sharing) of unopened cartons of milk, unopened individual containers of yogurt, and individual packages of string cheese is permitted by the Kansas Department of Agriculture (KDA) if the following criteria are met:

- Within 30 minutes after an unopened container or unopened package is placed on the share table, the container or package shall be:
 - Served to another child as seconds with their meal.
 - Placed on ice for other students to consume later in that serving period.
 - Placed in refrigeration separate from unserved products and marked in some way (such as “R” or a slash mark) to designate that they are the returned product.
 - Unopened cartons of milk, unopened individual containers of yogurt, and individual packages of string cheese can be returned to appropriate storage and used for cooking purposes and/or may be served and claimed for reimbursement during another meal service and/or donated to a recognized charitable organization.
- Returned unopened products shall not be intermixed with fresh products in storage.
- Expiration date of returned products shall be monitored and product discarded when expiration date is reached.

Using Clean Tableware for Second Portions & Refills

Food service employees may not use tableware, including single-service articles, soiled by the consumer, to provide second portions or refills. Exception: A consumer's drinking cup or container can be refilled if there is no contact between the pouring utensil and the lip-contact area of the drinking cup or container.

- Self-service consumers may not be allowed to use soiled tableware, including single-service articles, to obtain additional food from serving equipment.
- Self-service consumers may reuse drinking cups and containers if refilling is a contamination-free process as previously specified.
- Food safety is especially critical in the summer heat. Refer to *Food Service Facts*, Chapter 22 or USDA's *Nutrition Guidance for Sponsors*.