

**BALTIMORE COUNTY PUBLIC SCHOOLS
Office of Food and Nutrition Services**

Food Obtained From Outside Sources and Use of Cafeteria Facilities

Food Safety: Food Obtained From Outside Sources

To ensure all time temperature controlled for safety (TCS) foods served on Baltimore County Public Schools property are wholesome and prepared under the supervision of a certified food service manager in a licensed food service facility.

To be recognized as a food service manager, an individual must hold a valid certification/identification card in his/her possession. The Department of Environmental Protection and Sustainability, Baltimore County issues certification cards.

A licensed food service facility is a place or operation where food is prepared, served, or distributed for human consumption on the premises or elsewhere with or without charge.

Licenses that qualify are those issued to the Office of Food and Nutrition Services (OFNS) or outside catering services with a valid food facility identification number. The license issued to OFNS is not transferable to outside caterers or groups. Carryout hot food prepared at licensed facilities is permissible to be served at school-sponsored events.

Food in original packages, stable at room temperature, are permissible at school-sponsored events. Food prepared at home for a single student does not fall under this regulation.

Use of Cafeteria Facilities

Groups or organizations desiring to use school facilities are required to complete an application for Use of School Facilities form.

Superintendent's Rule 1300, IV. Conditions of Use, H. Approval of requests will be dependent upon the evaluation by the OFNS staff involving the use of the kitchen or food service area for the preparation of food, serving of food, or concessions.

The cafeteria manager shall be responsible for ensuring the appropriate license is held by any outside group which has been approved to hold a function serving food and that an OFNS certified food service manager is present during the event.

Reference: Code of Baltimore County Regulations 1.01.01, Food Service Facilities Regulations, Department of Environmental Protection and Sustainability; .02 Definitions: 49 (a) & (d) (ii), June 2011, and .10 Certification of Food Service Managers, A & B, June 2009