

San Diego Unified School District

Food Share Table

Revised 6/28/2018

In an effort to reduce wasted food and encourage student consumption of unwanted food, food share tables are encouraged in school cafeterias and lunch courts. The Food Share Table is centrally placed in a convenient location and has containers with Food Share signs attached to encourage students to place their unwanted, pre-packaged/still sealed items for other students to select from during the meal time. Unopened utensil packets can also be placed on Share Tables.

ACCEPTABLE FOOD FOR SHARE TABLES

All pre-packaged non-potentially hazardous food products and fruits where the packaging is not intended to be consumed, such as whole bananas, oranges, or pre-packaged cookies and crackers that do not require to be washed or wiped down, can be placed on the Share Table. Unopened dairy products (milk, yogurt, string cheese, etc.) maintained under temperature control CAN be shared if placed on ice/ice pack or if maintained under “Time as a Public Health Control” (TPHC). TPHC requires marking the length of time the milk has been at ambient temperature (i.e. usually the duration of the meal period).



Note: Whole fruit with edible peels that have not been punctured or damaged, such as apples and pears, should be placed in a separate container from other items on the Share Table so they can be sent back to the kitchen to be washed down prior to re-serving.

SET-UP

1. Retrieve Food Share Table(s), Food Share bins, and signage from designated location, as required.
 - a. Kitchen staff or other appropriate personnel will provide specific bin(s) or tables for placement of food and beverages on the Food Share Table.
 - b. Hot and cold served items are allowable on Share Tables, however, a bin with ice or “blue ice” should be available to keep products under proper temperature control over the course of the lunch period(s).
 - c. Signage will be provided that should be attached on the bin(s) or table that states “Food Share” with pictures of food item examples (bins and signage provided).
2. For schools without a waste sorting station: Centrally place the Food Share Table in the cafeteria or lunch court, **preferably** in a monitored area with close proximity to food carts and/or cafeteria serving area. Multiple Food Share Tables can be located for student convenience, however all tables must be monitored (see Procedures section below).

3. For schools with a waste sorting station(s):
 - a. Elementary Schools: Place the Food Share Table(s) to be a part of waste sorting station(s). Ideally it is placed first in the line, right before liquid milk dump bucket. For elementary schools that need a double row of waste bins, the food share table can be placed in the middle that can include tray stacking as well. The Food Share bin should not be placed directly on the floor or directly next to the liquids dump bucket/container.
 - b. Middle and High Schools: Most middle and high schools have multiple Recycling Stations, therefore Food Share Table(s) should be centrally located as outlined in item 2 above. A trash can should be placed next to the Food Share Table to dispose of items that are not acceptable. If possible, the Food Share Table should be located between the food outlet and a trash can.

PROCEDURES & RESPONSIBILITIES

1. **Students** should be encouraged to select items they intend to eat and to eat what they have chosen.
2. **Students** are to put unwanted, packaged and sealed/unbitten items served by the school cafeteria ONLY in Food Share bins. Dairy products, such as unopened milk, yogurt, and cheese sticks, and unopened pre-packaged salads, CAN be placed on Share Tables in a bin with ice and/or “blue ice” to keep the items under proper temperature control, especially on hot days. Unopened utensil packets can also be placed on the Share Table.
3. **Students** are allowed to select items from the Food Share bin(s) during meal time.
4. **Designated individuals/volunteers, cafeteria/kitchen staff, Lunch Duty, and/or custodian (if available)** to provide assistance in monitoring and maintaining Food Share Tables. Monitoring is important to make sure only unopened, sealed, unbitten, and uncompromised foods and beverages are placed on the Food Share Table. Compromised food and beverages (open packages, punctured fruit skin, etc.) must be thrown in the trash.
5. **Kitchen staff or designated individuals** are to return items from the Food Share Table to the kitchen. Designated individuals may take fruit and other food items that do not require refrigeration (room temperature/shelf stable items) to school or health offices, wellness centers, or classrooms for students to access during the course of the day.
6. **School Nurses or designated individuals** may take items that require refrigeration, such as yogurt, milk, cheese sticks, etc. that have been held at proper temperature control (41 degrees Fahrenheit or below, such as items placed on “blue ice”), to the health office if immediately placed in refrigeration.
7. **Kitchen staff** will determine if particular items brought back to the kitchen directly after the meal period can be repurposed in a future meal service or donated to a Hunger Relief Organization through the District’s Food Rescue Program.
8. **Designated individuals/volunteers** to move Share Table(s) and signage to designated location (if required) at end of last meal service.

