10 Steps to Serving SFSP Meals

1. Complete all items on the Delivery Checklist

2. Verify that you have all necessary documents (menus, temp log, paper meal count sheets) and that your “And Justice for All” poster is displayed in a public spot

3. Take temps of all food items within 15 minutes of service

4. Sanitize ALL surfaces you serve from and that kids eat on

5. Check the clock to ensure you serve within your meal times:
   - My breakfast/snack time is from _________ to _________
   - My lunch/dinner time is from _________ to _________

6. Use Link2Feed for every meal service
   - Be sure to count all kids at Point-of-Service, between when the child receives and finishes the meal

7. Ensure everyone who is serving kids obtains the necessary clearances and receives training

8. Serve all of the correct components during the correct meal service while following all food safety rules

9. Serve ALL kids 18 and under equally regardless of age, sex, race, disability, and/or national origin

10. Follow leftovers and seconds policy according to meal type

Contact the Food Bank with any issues
412-745-6508