

# Food Service Training Policy

ST. JOSEPH ACADEMY

Department:	Food and Nutrition
Number:	600.5
Effective Date:	October 1, 2008
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Revised Date:	February 5, 2020
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- I. Policy: This ensure training hours required by Department of Public Instruction as meet.

It is our policy: Department of Public Instructions required professional standard training required annually. In addition, food service staff are required to receive biannual training on Child Abuse and Neglect and maintain current CPR and First Aid certification. Our program ensures the proper training for food service staff for all children participating in all Child and Adult Care Food and National School Nutrition programs.

- II. Procedures:

- A. All food service staff are required to attend 3 day summer training in servicing through the Department of Public Instruction (DPI).
- B. All food service employees will complete and pass the ServSafe certification.
- C. All food service employees will review food safety manual annually.
- D. All food employees will receive Civil Rights Training annually.
- E. Trainings:  
All food service Supervisors/Manager must have 10+ hours of training annually.  
All full time food service employees must have 6+ hours of training annually  
All Part time food service employees must have 4+ hours of training annually
- F. Head Cook and Cook's Assistant must participate in ongoing webcams shown monthly. Participants sign-off upon completion of an online course and quiz.

Approved by:

  
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President/CEO

Date

  
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2/17/2022