
AURORA PUBLIC SCHOOLS

APS Code: KFD

Adopted May 1993

Revised October 2007

Revised February 2015

Reviewed January 2022

COMMUNITY USE OF KITCHEN FACILITIES

Kitchen facilities may be used for approved activities that promote the District program. Such activities must have prior approval by the building administrator or designee and by the director of Nutrition Services Department. A Nutrition Services employee must be present when the kitchen is being used to ensure food and equipment safety.

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COMMUNITY USE OF KITCHEN FACILITIES

The district shall implement Sections 2-3 of the Colorado Retail Food Establishment Rules and Regulations adopted and amended by the State Board of Health November 21, 2012, and effective March 1, 2013. Authorized personnel only must be in kitchen facilities when being used. Authorized personnel is defined as only persons necessary to the operation and maintenance of the retail food establishment shall be allowed in food preparation, food storage, food equipment storage and ware washing areas.

The use of kitchen facilities for instructional activities shall be subject to the following guidelines:

1. Prior approval of one week must be given by the building administrator before the activity is held;
2. At least one person from the nutrition services department must be present during the activity, or must provide adequate instruction to another staff member who will be present;
3. Activities shall not interfere with the serving of the breakfast and lunch programs;
4. Health Department regulations must be followed at all times to ensure food safety.
5. Activities shall be scheduled, when possible, during the regular workday of the nutrition services personnel; and
6. The building administrator shall contact the director of nutrition services if any activity is to be scheduled beyond the normal day of the nutrition services personnel.
7. Groups using the kitchen facility are responsible for the hourly rate of the nutrition services employee.

LEGAL REFS.: 6 CCR 1010-2 Section 2-3