

Emergency Food, Water and Supplies

Policy/Procedure

Every Center will have food, water and supplies at the ready for an emergency menu for one day.

Head Start Program Performance Standards:

Oregon Department of Education Early Learning Division 414-300-0108

Procedure

- An approved emergency menu that meets CACFP requirements is posted in the kitchen near the emergency food supply to be used when planned food service is prevented.
- Use milk if it has been stored below 41 degrees, otherwise use water; see below for instructions if water source is contaminated.
- Do not use any foods out of the freezer or refrigerator if the electricity has been off over 48 hours or frozen food is too warm to contain ice crystals.
- If not needed for an emergency purpose during the year, emergency food supply foods and water will be used at the end of one program year and restocked at the beginning of the next program year.
- A designated transportable container will be used for storage of emergency food supplies.
- A transportable container or center storage area will be designated and clearly labeled for emergency water supply.
- Food items used for special dietary needs will be stored in a designated container clearly labeled with child name and food substitution needed.
- Nutrition Department will designate a CACFP emergency menu detailing food supplies to be used.
- Each kitchen and Site Manager are responsible for maintaining the correct amount of emergency food and water supply for their center.
 - Supplies for Head Start classrooms will include Sun butter, whole grain crackers, whole grain graham crackers, tuna fish, shelf stable fruit, mayonnaise, powdered milk, can opener if not using pouch food items, disposable service ware, trash can liners, food service gloves, and 2 gallons of purchased, non-distilled water for each classroom operating in

center. Supplies will include any specialty shelf stable foods providing for children with disabilities and/or medical substitutions.

- Early Head Start centers will include the same products as the Head Start centers with the addition of Iron Fortified and Specialty Formulas; jarred infant/toddler fruit, vegetables, and protein, powdered milk, and Iron fortified cereal.

In the event of suspected water contamination:

1. For drinking, use emergency supply of purchased bottled water that has been obtained from a source that complies with all laws and has been handled and stored in a way that protects it from contamination. Bottled water is dispensed from the original container.
2. For hand washing, water will be boiled for 5 minutes and then cooled prior to using.
3. Staff may wash dishes if needed using the 3-sink sanitation method. Dishes are thoroughly air dried before using again.
4. Any persons in the center complaining of, or having signs or symptoms of, intestinal illness will be sent home. (Nausea, vomiting, diarrhea, abdominal cramping).
5. If the daily menu calls for water to be used in food preparation, including the washing of fresh produce and/or fruit that will be served raw, the emergency food menu items are to be substituted.