

LAUNCH NEBRASKA



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Nebraska Considerations for Cafeterias and School Meals





NEBRASKA

Good Life. Great Mission.

DEPT. OF HEALTH AND HUMAN SERVICES

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Cafeteria and School Meal Guidance

Foundational Values:

- **Equity** - We must ensure our students, especially those who have been historically underserved, maintain access to high quality teaching.
- **Quality** - While flexibility and innovation must be pursued, we must not back down from our standards for quality.
- **Flexibility** - We must pursue flexibilities in regulations and innovations to ensure students have access to high quality teaching.
- **Safety** - Learning cannot occur if the school community does not feel safe in their environment.
- **Decisive** - Given the size and scope of the challenge, we must move deliberately and make tough choices. We will make mistakes, and we will adapt quickly as variables on the ground change.

Green (Minimal COVID19 activity)

Facility

- Social distancing in the cafeteria is best practice.
- Limited gatherings and reduced size.
- Be prepared to move to the next level.
- Mark the flow of traffic through the cafeteria, so students go in one direction.
- Mark where students will stand in line, use blue tap or order floor signs.
- Mark where they will return dishes, use blue tap or order floor signs.
- Visual materials are printed, laminated and placed in every lunchroom/classroom to show proper procedures. Create a poster showing staff standing 10' to 6' apart in the cafeteria serving line.
- Water fountains are turned off; water bottle stations in the cafeteria must be monitored and cleaned. Water fountains are turned off with signs noting that water fountains are not in use; water bottle stations in the cafeteria must be monitored and cleaned. Self-serve water bottle refill stations are not recommended unless they are touchless.
- Students should bring their own water bottles to school and take them home each day. (CDC guidance) Best practices

Wellness

- Masks should be worn by food service staff.
- Limited gatherings and reduced size.
- Social distancing in the cafeteria is best practice.

Staff and Students

- Staff members may not put their personal lunches in the kitchen refrigerators.
- Staff members may not fill their personal water bottles with ice or water (beverage) in the kitchen.
- The Kitchen may not be used as a shortcut or walkway.
- Staff coffee machines in the kitchen are not allowed.

Meal Service

- Self Serve salad bars, food bars, condiments, water - high risk
- Salad bars, food bars, condiments, water may be served by a staff member who is masked and gloved. Plexiglass should be in place in areas previously not covered by the sneeze guard for serving. - Low risk

- Students self pick up of wrapped silverware or wrapped disposables, milk and individually portioned or wrapped items. These items spread out where hands will not touch more than one item and students are educated to only pick up one item and keep it.
- Microwaves: In the cafeteria microwaves may be used, with frequent cleaning and sanitizing. A staff person should assist younger students with the microwave. Clean and sanitize at a minimum between each lunch period.
- Second servings in cafeteria service only; must be provided on a clean plate and NEVER re-served on the same plate. This is already a required practice. (Nebraska Food Code Reference 3-304.16)
- POS · We strongly recommend that cashiers wear masks and gloves during service. Consider having a plexiglass partition to limit exposure. Move the electronic payment terminal/ credit card reader farther away from the point of service in order to increase the distance between the customer and the cashier, if possible. Schools who have previously had students enter an account number on a keypad for lunch payment, we recommend having the student verbally relay their number to the cashier. Encourage students to use touchless payment options such as id cards when available. Minimize handling cash where possible. When exchanging paper and coin money: Wear gloves, do not touch your face afterward, ask customers to place cash on the counter rather than directly into your hand, place money directly on the counter when providing change back to customers, and wipe the counter between each customer at checkout.

Schedule

- Normal Schedule

PreSchool

- Family style service in preschool rooms - high risk. Staff may serve the preschooler or box/ sack lunches -low risk.

Food Service

- Kitchen microwaves can not be used by students or staff members. Limited visitors in the Food Service Kitchen area. Delivery personnel wear masks optional. Have a designated place of deliveries to be dropped. Farm to school and garden donations are allowed. For deliveries the farmer/gardener wears a mask - optional.
- HACCP and Food Safety Regulations have not changed. Schools are still responsible for following the current Nebraska Food Code and HACCP regulations.

Cleaning and Disinfecting

- Food Service staff and support staff need to wash hands before and after using gloves changing gloves between lunch service periods.
- Clean and sanitize tables and the high touch surfaces in the cafeteria and alternate feeding areas between each lunch service period.

Yellow (Minimal to Moderate COVID19 Activity)

Facility

- Social distancing in the cafeteria is best practice.
- Limited gatherings and reduced size.
- Be prepared to move to the next level.
- Mark the flow of traffic through the cafeteria, so students go in one direction.
- Mark where students will stand in line, use blue tap or order floor signs.
- Mark where they will return dishes, use blue tap or order floor signs.
- Visual materials are printed, laminated and placed in every lunchroom/classroom to show proper procedures. Create a poster showing staff standing 10' to 6' apart in the cafeteria serving line.
- Consider classroom service -Preordered, preplated covered trays, box, sack, clam shell or staff serving in the classroom use plexiglass for sneeze guards on carts.
- Extra trash cans will be needed in each classroom.
- Clean and sanitize desks before students are served.
- Water fountains are turned off; water bottle stations in the cafeteria must be monitored and cleaned. Water fountains are turned off with signs noting that water fountains are not in use; water bottle stations in the cafeteria must be monitored and cleaned. Self-serve water bottle refill stations are not recommended unless they are touchless.
- Students should bring their own water bottles to school and take them home each day. (CDC guidance)
- Plexiglass should be in place in serving areas where need. The salad bar needs to have three sides covered with plexiglass if there are no coverings in place.

Wellness

- Limited gatherings and reduced size.
- Planning for responding to positive cases.
- All staff and students should frequently and Properly wash their hands, use 60% alcohol sanitizer in addition to hand washing. DO NOT use hand sanitizer as a replacement for hand washing. Visuals that depict proper handwashing and use of sanitizer in appropriate locations.
- Food Service staff, other staff helping in the food service. students wearing masks (best practice).
- Students should wear their masks until they are ready to eat and put the masks back on when they are done eating. Students are dismissed to the dish return for one way traffic.

- Sanitizer stations in the cafeteria, alternative areas, classrooms, etc. by entry , exits and additional as needed for the size of the room.
- Social distancing in the cafeteria/alternate places for students to eat their meals. Examples Old gyms, stages, classrooms

Staff and Students

- Staff members may not put their personal lunches in the kitchen refrigerators
- Staff members may not fill their personal water bottles with ice or water (beverage).
- The Kitchen may not be used as a shortcut or walkway.
- Staff coffee machines in the kitchen are not allowed.
- Students should bring their own water bottles to school and take them home each day. (CDC guidance)

Meal Service

- Salad bars, food bars, condiments, water may be served by a staff member who is masked and gloved. Plexiglass should be in place in areas previously not covered by the sneeze guard for serving.
- Staff hands out wrapped silverware or wrapped disposables, milk and individual items
- Food Service staff and support staff washing hands before and after using gloves changing gloves between lunch service period.
- Microwaves: In the cafeteria microwaves may be used, with frequent cleaning and sanitizing. A staff person should assist younger students with the microwave. Clean and sanitize at a minimum between each lunch period. Kitchen microwaves can not be used by students or staff members.
- POS · We strongly recommend that cashiers wear masks and gloves during service. Consider having a plexiglass partition to limit exposure. Move the electronic payment terminal/ credit card reader farther away from the point of service in order to increase the distance between the customer and the cashier, if possible. Schools who have previously had students enter an account number on a keypad for lunch payment, we recommend having the student verbally relay their number to the cashier.
- Encourage students to use touchless payment options such as id cards when available. Minimize handling cash where possible. When exchanging paper and coin money: Wear gloves, do not touch your face afterward, ask customers to place cash on the counter rather than directly into your hand, place money directly on the counter when providing change back to customers, and wipe the counter between each customer at checkout.
- Seconds and a la carte purchases, encourage students to use touchless payment options such as id cards when available. Minimize handling cash where possible. When exchanging paper and coin money: wear gloves, do not touch your face afterward, ask customers to place cash on the counter rather than directly into your hand, place money directly on the counter when providing change back to customers, and wipe the counter between each customer at checkout.

Scheduling

- Consider longer meal service times to accommodate smaller groups that can better practice social distancing.

Cleaning and disinfecting

- Clean and sanitize tables and the high touch surfaces in the cafeteria and alternate feeding areas between each lunch service period.
- Clean and sanitize desks before students are served.
- HACCP and Food Safety Regulations have not changed. Schools are still responsible for following the current Nebraska Food Code and HACCP regulations.
- All high touch surfaces should be disinfected at the end of the food service day. Wipe the high touch surfaces that food is prep on with hot soapy water and regular strength sanitizer each morning.

Food Service

- Food Service staff social distancing 6 feet when possible.
- Work on carts or other alternative work stations mask should be worn by staff
- No visitors in the Food Service Kitchen area. Delivery personnel wear masks best practice; have a designated place away from Food preparation areas for deliveries to be dropped. Farm to school and garden donations are allowed. For deliveries the farmer/gardener is encouraged to wear a mask. Pick up from farmer/ gardener places in vehicles or farmer/gardener has the items pre-packaged and set 6 feet -10 feet away from them ready for pick up .
- HACCP and Food Safety Regulations have not changed. Schools are still responsible for following the current Nebraska Food Code and HACCP regulations.

PreSchool

- Preschool- No family style service in the preschool rooms box, sack lunches, clam shells, staff serving with a mask, gloves keeping food away for children's best practice.

Orange: (Moderate COVID19 activity)

Facility

- Mark the flow of traffic through the cafeteria, so students go in one direction.
- Mark where students will stand in line, use blue tap or order floor signs.
- Mark the flow of the traffic the students will use to return dishes, use blue tap or order floor signs.
- Visual materials are printed, laminated and placed in every lunchroom/classroom to show proper procedures.
- Water fountains are turned off; water bottle stations in the cafeteria must be monitored and cleaned. Water fountains are turned off with signs noting that water fountains are not in use; water bottle stations in the cafeteria must be monitored and cleaned. Self-serve water bottle refill stations are not recommended unless they are touchless.
- Students should bring their own water bottles to school and take them home each day. (CDC guidance)
- Hand sanitizer stations in the cafeteria, alternative areas, classrooms, etc. by entry , exits and additional as needed for the size of the room.
- Students social distance 10' to 6' apart in line and when seated in cafeteria/alternate places for students to eat, or alternative areas for students to eat their meals. Old gyms, stages, classrooms. One direction seating on bench tables whenever possible. When not possible, stagger students so they are not directly across from each other (OR students should be facing one direction when possible). If you are limited on space
- consider longer meal service times to accommodate smaller groups that can better practice social distancing or provide plexiglass dividers.
- Water fountains are turned off with signs noting that water fountains are not in use; water bottle stations in the cafeteria must be monitored and cleaned. Self-serve water bottle refill stations are not recommended unless they are touchless.
- Plexiglass should be in place in serving areas where need. The salad bar needs to have three sides covered with plexiglass if there are no coverings in place.
- Classroom feeding will require additional trash cans in the classroom or centrally located in the hallway. One way flow will need to be indicated on the floor.

Wellness

- All staff and students should frequently and properly wash their hands, they may use 60% alcohol sanitizer in addition to hand washing. Do not use hand sanitizer as a replacement for hand washing.
- Food Service staff, non food service staff helping in the kitchen or cafeteria wear a mask.
- Students wear their mask until they are ready to eat and put the mask back on when they are done eating.

- Food Service staff and support staff are required to wash hands before and after using gloves, changing gloves between lunch service periods.
- Students should wash their hands before eating their meals.
- Visuals that depict proper handwashing and use of sanitizer in appropriate locations.
- In the cafeteria have visual cues for social distancing, Create a poster showing staff standing 6' apart in the cafeteria serving line, use of floor stickers for cafeteria staff as well. Create a poster showing staff standing 10' to 6' apart in the cafeteria serving line.

Staff and Students

- Staff members may not put their personal lunches in the kitchen refrigerators
- Staff members may not fill their personal water bottles with ice or water (beverage).
- The Kitchen may not be used as a shortcut or walkway.
- Staff coffee machines in the kitchen are not allowed.
- Students should bring their own water bottles to school and take them home each day. (CDC guidance)

Meal Service

- Consider an alternative lunch schedule to accommodate social distancing 10 foot to 6 foot distance; meals in the classroom or alternate room. (Best Practice)
- Classroom service- Pre-ordered, preplated covered trays, box, sack, clam shell or staff serving in classroom use plexiglass for sneeze guards on carts. These are the best practices.
- Clean and sanitize desks before students are served.
- Classroom Service; provide a dish return area and trash in each classroom or centrally located where the students are able to return their dish and or trash while social distancing.
- Salad bars, food bars, condiments and self serve water stations; children are considered a highly susceptible population, any kind of self-service is highly discouraged unless items offered on the self serve bar are pre-portioned, pre-packaged, or served by cafeteria staff or other staff members.
- Salad bars, food bars, condiments, water may be served by a staff member who is masked and gloved. Plexiglass should be in place in areas previously not covered by the sneeze guard for serving. Staff hands out wrapped silverware or wrapped disposables, milk and individual items. For grab-and-go/pre-portioned/pre-packaged items: Sneeze guards/plexiglass must be used to cover all pre-portioned items unless there are lids or the food is completely wrapped. All pre-portioned items without lids MUST BE UNDER a sneeze. All containers offered must be separated enough for students to avoid touching multiple items. Microwaves: In the cafeteria microwaves may be used, with frequent cleaning and sanitizing. A staff person should assist younger students with the microwave. Clean and sanitize at a minimum between each lunch period. Kitchen microwaves can not be used by students or staff members.

- Second serving and/or a la carte in cafeteria service only; must be provided on a clean plate and NEVER re-served on the same plate. This is already a required practice. (Nebraska Food Code Reference 3-304.16)
- POS · We strongly recommend that cashiers wear masks and gloves during service. Consider having a plexiglass partition to limit exposure. Move the electronic payment terminal/credit card reader farther away from the point of service in order to increase the distance between the customer and the cashier, if possible. Schools who have previously had students enter an account number on a keypad for lunch payment, we recommend having the student verbally relay their number to the cashier.
- Seconds and a la carte purchases, encourage students to use touchless payment options such as id cards when available. Minimize handling cash where possible. When exchanging paper and coin money: wear gloves, do not touch your face afterward, ask customers to place cash on the counter rather than directly into your hand, place money directly on the counter when providing change back to customers, and wipe the counter between each customer at checkout.

Scheduling

- Consider longer meal service times to accommodate smaller groups that can better practice social distancing.

Cleaning /Disinfecting

- HACCP and Food Safety Regulations have not changed. Schools are still responsible for following the current Nebraska Food Code and HACCP regulations.
- Clean and sanitize desks before students are served.
- Clean and sanitize tables and the high touch surfaces in the cafeteria and alternate feeding areas between each lunch service period.
- All high touch surfaces should be disinfected at the end of the food service day. Wipe the high touch surfaces that food is prep on with hot soapy water and regular strength sanitizer each morning.

Food Service

- Food Service staff wear a mask. Make sure your cloth face covering: Fits snugly but comfortably against the side of the face, completely covers the nose and mouth, is secured with ties or ear loops, allows for breathing without restriction, and can be laundered and machine dried without damage or change to shape.
- No visitors in the Food Service Kitchen area;
- Staff members may not put their personal lunches in the kitchen refrigerators.
- Staff members may not fill their personal water bottles with ice or water (beverage).
- The Kitchen may not be used as a shortcut or walkway.

- Staff coffee machines in the kitchen are not allowed.
- Delivery personnel must wear masks, and have a designated place away from Food preparation areas for deliveries to be dropped. Farm to school and garden donations are allowed. Farmers/gardeners delivering must wear a mask. If picking up from a farmer/gardener, they should be placed in vehicles or the farmer/gardener has the items pre-packaged and set 6 feet -10 feet ready for pick up .

Preschool

- No Family style service in preschool rooms. Box, sack lunches, clam shells or staff serving with a mask, gloves keeping food away for children is best practice.

RED - (Significant COVID19 activity)

Remote Learning - No school

Facility

Prepare for returning to school:

- Communicate with families on returning to school, send educational
- materials via multiple modalities (mail, email, social media) on handwashing, mask requirements, social distancing.
- Mark the flow of traffic through the cafeteria, so students go in one direction.
- Mark where students will stand in line, use blue tap or order floor signs.
- Mark where they will return dishes, use blue tap or order floor signs.
- Visual materials are printed, laminated and placed in every lunchroom/classroom to show proper procedures.
- Water fountains are turned off; water bottle stations in the cafeteria must be monitored and cleaned. Water fountains are turned off with signs noting that water fountains are not in use; water bottle stations in the cafeteria must be monitored and cleaned. Self-serve water bottle refill stations are not recommended unless they are touchless.
- Students should bring their own water bottles to school and take them home each day. (CDC guidance)
- Hand sanitizer stations in the cafeteria, alternative areas, classrooms, etc. by entry , exits and additional as needed for the size of the room.
- Students social distance 10' to 6' apart in line and when seated in cafeteria/alternate places for students to eat, or alternative areas for students to eat their meals. Old gyms, stages, classrooms. One direction seating on bench tables whenever possible. When not possible, stagger students so they are not directly across from each other (OR students should be facing one direction when possible). If you are limited on space
- consider longer meal service times to accommodate smaller groups that can better practice social distancing or provide plexiglass dividers.
- Water fountains are turned off with signs noting that water fountains are not in use; water bottle stations in the cafeteria must be monitored and cleaned. Self-serve water bottle refill stations are not recommended unless they are touchless.

Meal Service

- Grab N Go/ Box Meals: Pick up and/or delivery.
- Pick up: Social distance 6 feet to 10 feet visual markings or place meals in the families trunks or rear of vehicles, as to minimize contact with families.
- Delivery: Coolers for meals to be placed into for temperature control.
- Increase the frequency of cleaning and disinfecting within the vehicle by wiping down surfaces using a regular household cleaning spray or wipe.
- Practice social distancing when delivering food, e.g., offering “no touch” deliveries and sending text alerts or calling when deliveries have arrived.
- Routinely clean and sanitize coolers and insulated bags used to deliver foods.

Staff

- Mask and Glove use is required for pick up and delivery.
- Food Service Staff wear should wear mask while preparing food, boxing/sacking food, families are encouraged to wear masks at pick up if physical contact occurs.

Food Service

- No visitors in the Food Service Kitchen area;
- Staff members may not put their personal lunches in the kitchen refrigerators.
- Staff members may not fill their personal water bottles with ice or water (beverage).
- The Kitchen may not be used as a shortcut or walkway.
- Staff coffee machines in the kitchen are not allowed.
- HACCP and Food Safety Regulations have not changed. Schools are still responsible for following the current Nebraska Food Code and HACCP regulations.

Preschool

- No Preschool

Resources

- CDC's recommendation when employees should return to work:
 - » If they have been sick with COVID-19
 - » If they have recently had close contact with a person with COVID-19
- SNA mental health training for school nutrition professionals addressing COVID:
<https://www.pathlms.com/sna/courses/21308>
- Mask covering Poster
<https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering-building-entrance.pdf>
- <https://www.fda.gov/food/food-safety-during-emergencies/best-practices-retail-food-stores-restaurants-and-food-pick-up-delivery-services-during-covid-19>
- **Dining Guide for School Meals in the Classroom | SNA Training Zone**
- Posters on how to wear a facemask:
<https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering.pdf>
- Here is a video on wearing face masks:
<https://www.cdc.gov/coronavirus/2019-ncov/communication/toolkits/schools.html>
- Dos and Don'ts for wearing a face covering:
<https://www.cdc.gov/coronavirus/2019-ncov/communication/toolkits/schools.html>
- Hand hygiene in multiple languages: <https://www.cdc.gov/handwashing/campaign.html>
 - » Hand hygiene and face coverings: Wash your hands with soap and water for at least 20 seconds after putting on, touching, or removing masks or cloth face coverings.
 - » An alcohol-based hand sanitizer containing at least 60% alcohol can be used, but not as a substitute for cleaning hands with soap and water.
- <https://www.cdc.gov/coronavirus/2019-ncov/communication/toolkits/schools.html>
- Poster for handwashing:
<https://www.cdc.gov/handwashing/pdf/wash-your-hands-poster-english-508.pdf>
- Proper glove use: <https://cdn.education.ne.gov/wp-content/uploads/2020/03/glove-use.pdf>
- <https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering-building-entrance.pdf>
- Information for pre-school programs/families to practice handwashing:
<https://www.cdc.gov/handwashing/handwashing-family.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs-11x17-en.pdf>
- Poster for preschool program:
https://www.cdc.gov/coronavirus/2019-ncov/downloads/cover-your-cough_poster.pdf
- Video: <https://www.cdc.gov/coronavirus/2019-ncov/communication/toolkits/schools.html>
- Information for pre-school programs/families to practice handwashing:
<https://www.cdc.gov/handwashing/handwashing-family.html>

References:

- Center for Disease Control
<https://www.cdc.gov/coronavirus/2019-nco>
- Lincoln Public Schools Back to School Planning Document 2020 - 2021
- Nebraska Food Code - Nebraska Department of Agriculture
- Nebraska Department of Education
<https://www.launchne.com/>
- Nebraska Department of Health and Human Services Food Safety Division



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