

Food Safety Plan

This **Food Safety Plan template** will assist you in developing a Food Safety Plan for your school garden. We recommend taking the School Garden online training prior to developing the plan to ensure it follows current safety standards.

To access the training, visit:

FreshFromFlorida.com/SchoolGardens

If you would like to earn the **School Garden Certification** for your garden, the following steps are required:

1. Complete the School Garden online training;
2. Develop a Food Safety Plan; and
3. Complete the Self-Assessment Checklists that are applicable to your garden.

Email the Food Safety Plan and Self-Assessment Checklists to:

InfoFNW@freshfromflorida.com

The Division of Food, Nutrition and Wellness will schedule a final assessment. FNW will award the first 20 school gardens to be certified \$500 to be used toward garden activities or education.

If you need additional information, please contact:

(850) 617-7400

or

SchoolGardens@FreshFromFlorida.com

Additional school garden safety resources, such as garden supply inventory sheets and garden logs may be found at:

www.FreshFromFlorida.com/SchoolGardens.

This institution is an equal opportunity provider.

SCHOOL NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

CONTACT NAME _____

CONTACT TITLE _____

EMAIL ADDRESS _____

PHONE NUMBER _____

Date for which this Food Safety Plan is effective _____

Garden Location

If your garden will be in the ground, it is important to consider the previous use of the land. There are many types of land uses that can lead to soil contamination by pesticides, solvents, fuels, and human and animal waste. Any garden that is put in the ground is required to have the soil tested for safety.

How was the land for your garden used in the past? *(If you are uncertain about how the site was used previously or do not have the means to have the soil tested, it is recommended that you install a raised bed garden with commercial or tested soil.)*

What, if any, are the existing sources of potential contamination (i.e. septic tanks, dumpsters, animals, compost area, low-lying or poorly-drained areas, areas subject to chemical applications, areas subject to contamination by rainwater runoff from gutters, etc.)?

How will you prevent unauthorized entry in the garden by people pests, or animals?

Garden Site Plan

Please provide a copy of your garden site plan. If you cannot insert below, you may attach it.

Garden Soil

Please indicate what soil you will use to grow your plants.

We have sunken beds. We use existing soil in our garden.

Is the area free from standing water which can harm plants and attract mosquitos?

Is the soil free of debris (gravel, building material, etc.)?

We have raised beds. We purchased soil for our garden.

Manufacturer(s) and Name(s) of Product(s) Purchased:

We use commercial soil amendments (peat moss, compost, etc.) in our garden.

Manufacturer(s) and Name(s) of Product(s) Purchased:

We prepare our own soil amendments (peat moss, compost) in our garden.

Garden Water Source

Please indicate where the water for your plants will come from. The water should meet certain quality standards. Do not use captured rainwater due to the likelihood of it being contaminated and it serves as a breeding ground for mosquitos.

We use municipal/city water in our garden.

We use well water in our garden.

Is the well located away from livestock or a septic drain field?

Has the water been tested for potability and to determine pH and salinity?

Pest Management

Please describe non-chemical methods and/or mechanisms that you will use to control the pests that may be an issue in your garden, including weeds, insects, and animals.

Garden Equipment

Please indicate what equipment will be used in your garden and where it will be stored. Please also describe how the equipment will be maintained and cleaned.

Health & Hygiene

Please describe the policies and procedures for gardener health and hygiene. Be specific and provide more details than simply, “wash hands” and “cover cuts”.

Harvesting Procedures

Please describe the procedures you will follow for harvesting produce from your garden. Be specific about what should be done, step-by-step.

Handling Procedures

Please describe the procedures for anyone who will be working in the school garden for receiving, storing, and handling produce from your garden. Be specific about what should be done, step-by-step.