







# Guidelines for Temporary Food Events at Schools

**A Temporary Food Establishment Permit is required** for events held at schools where food is offered to the public and the preparation/service of the food is not supervised by school kitchen employees. This includes events sponsored by PTA, PTO, Booster Clubs, School Clubs, etc. such as school carnivals, spaghetti feeds, barbeques, silent auctions, etc.

-  If the event is operating under a Temporary Food Establishment Permit, at least one person on each shift must have a valid Food Worker Card.
-  Application for a Temporary Food Establishment Permit should be submitted at least two weeks prior to the event.
-  The application can be obtained at the Thurston County Website: [www.co.thurston.wa.us/health/ehfood](http://www.co.thurston.wa.us/health/ehfood) or by calling (360) 867-2667.



**Events where food is offered to the public can be covered under the annual operating permit for the school with the following conditions:**

-  Food preparation/service must be conducted or directly supervised by school food service personnel.
-  The school must be willing to take responsibility for the event.
-  The school food service personnel must have valid Food Worker Cards and the volunteers are encouraged to have cards as well.



**Seasonal operations** such as snack bars, espresso carts or student stores that are staffed by volunteers and/or students must be approved and permitted as regular Food Establishments.

**Bakesales** do not require a permit as long as potentially hazardous foods such as cheesecake, custards, cream pies, etc. are not sold. (Please see Bakesale Guidelines for additional details.)

**Home canned foods are never allowed** for use or sale to the public.