

# Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center

## RESOURCE LIST

### Food Safety and Emergencies: Preparedness Activities for Schools

#### Planning Resources

**Biosecurity Checklist for School Foodservice Programs** (National Food Service Management Institute [NFSMI] and U.S. Department of Agriculture [USDA]). This checklist allows users to create customized biosecurity tasks when developing a food biosecurity management plan. Tasks can be modified, prioritized, and assigned to specific team members.

<http://foodbiosecurity.nfsmi.org/index.php>

Audience: Foodservices teams, planning teams, administrators

**Emergency Action Plan for Retail Food Establishment Web Page** (Conference for Food Protection). On this page, viewers will find a sample emergency action plan in PDF and Word formats. <http://www.foodprotect.org/guides-documents/emergency-action-plan-for-retail-food-establishment/>

Audience: Foodservices teams, planning team

**Food-Safe Schools: Creating a Culture of Food Safety Web Page** (USDA, The Center of Excellence & Institute of Child Nutrition [ICN]). This page provides users with information on (1) reviewing current food safety efforts, (2) building food-safe schools, and (3) communicating with the whole school community. <http://foodsafeschools.org/>

Audience: Foodservices teams, planning teams, administrators

**Food-Safe Schools. Needs Assessment and Planning Guide** (U.S. Department of Health and Human Services [HHS] & others). This guide is designed to help schools identify strengths and areas in need of improvement related to food safety policies, procedures, and programs. The document includes a needs assessment questionnaire, planning questionnaire, and steps for improvement. <https://files.eric.ed.gov/fulltext/ED499215.pdf>

Audience: Foodservices teams, administrators, planning teams

**Food Safety and Food Defense for Schools Publication** (U.S. Department of Education's Office of Safe and Healthy Students (OSHS) & REMS TA Center). In this six-page publication, information is provided on assessing foodservice operation hazards, implementing measures to enhance food safety and defense, and integrating efforts into the school emergency operations plan (EOP).

<https://rems.ed.gov/docs/LatestFoodSafetyJune23rd.pdf>

Audience: Foodservices teams, planning teams, administrators



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**School EOPs In-Depth: Developing a Food Contamination Annex Online Course** (OSHS & REMS TA Center). This 30- to 45-minute virtual training covers topics such as the purpose of a Food Contamination Annex, how to develop an annex with a multidisciplinary team, and conducting staff training and exercises related to the annex.

<https://rems.ed.gov/trainings/CourseFoodContam.aspx>

Audience: Foodservices teams, planning teams, administrators

**SITE ASSESS Planning Tool** (OSHS & REMS TA Center). This secure and comprehensive mobile application allows school district and school (public and nonpublic) personnel to walk around a school building and grounds and examine security, safety, accessibility, and emergency preparedness. <https://rems.ed.gov/SITEASSESS.aspx>

Audience: Planning teams, administrators

**Standard Operating Procedures (SOPs)** (NFSMI & USDA). This Web page provides a comprehensive list of planning documents in Microsoft Word and Adobe PDF formats, including SOPs on food safety standards, record keeping, and developing food safety program worksheets.

[http://sop.nfsmi.org/sop\\_list.php](http://sop.nfsmi.org/sop_list.php)

Audience: Foodservices teams, planning teams, administrators

**USDA Foods Program Disaster Manual** (USDA). This resource provides an overview to disaster response, instructions on how to prepare for a presidentially declared disaster, emergency or situation of distress, and the USDA foods disaster response, and how to recover from an event.

<https://fns-prod.azureedge.net/sites/default/files/fdd/disaster-manual.pdf>

Audience: Foodservices teams, planning teams

### Post-Disaster Resources

**Reopening Your School Kitchens After a Flood Fact Sheet** (NFSMI). In this two-page resource, information is provided on how to clean school facilities after a flood.

<http://www.nfsmi.org/documentlibraryfiles/PDF/20110209091232.pdf>

Audience: Foodservices teams

**Salvaging Food After a Flood Fact Sheet** (NFSMI). In this resource, information is provided on the dangers of flood waters affecting school food and what steps must be taken to salvage food in metal cans and retort pouches.

<http://www.nfsmi.org/documentlibraryfiles/PDF/20110128013510.pdf>

Audience: Foodservices teams



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### Reference Material and Sources

**Food and Nutrition Service (FNS) Web Page** (USDA). On this Web page, viewers will find information on programs, data, research, forms, grants, and other resources. Popular topics are also highlighted on the page, such as food safety and disaster assistance.

<https://www.fns.usda.gov/>

- **Food Assistance for Disaster Relief.** On this Web page, viewers will find disaster nutrition assistance information, program area disaster information, and fact sheets.  
<https://www.fns.usda.gov/disaster/disaster-assistance>
- **Food Distribution Contacts.** This page lists state distributing agencies and local voluntary organizations that school officials should connect with prior to an emergency or disaster.  
<https://www.fns.usda.gov/fdd/food-distribution-contacts>
- **Food Safety Resources.** This landing page provides links to a lot of FNS resources, including the topics of school nutrition, the National School Lunch Act, Norovirus Prevention and Control, and Food Defense. <https://www.fns.usda.gov/food-safety/food-safety-resources>
- **Food Safety Web Page.** This page includes links to resources on topics such as school nutrition, norovirus prevention and control, and food allergies; professional development opportunities; and food safety support for issues such as hold and recall procedures.  
<https://www.fns.usda.gov/ofs/food-safety>
- **USDA Disaster Nutrition Assistance Programs.** This video highlights FNS disaster response programs in action. [https://www.youtube.com/watch?v=dA-Nx\\_v4b8A&feature=youtu.be](https://www.youtube.com/watch?v=dA-Nx_v4b8A&feature=youtu.be)

Audience: Foodservices team, planning teams, administrators

**Food Defense and Emergency Response Web Page** (USDA). This Web page provides information on topics such as vulnerability assessments, food defense and transportation, and a detailed list of food defense tools, resources, and trainings.

<https://www.fsis.usda.gov/wps/portal/fsis/topics/food-defense-defense-and-emergency-response>

Audience: Foodservices teams, planning teams, administrators

**Food-Safe Schools: Handbook for School Nurses: Prevention, Detection and Management of Foodborne Illnesses** (U.S. Centers for Disease Control and Prevention & others). This resource provides information for school nurses on topics such as how they can work with their foodservices teams to prevent foodborne illnesses in schools, detect possible foodborne illness cases, and manage an outbreak. <https://stacks.cdc.gov/view/cdc/5163>

Audience: School nurses



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**Foodsafety.gov Website** (HHS). This Web site is provided as a hub of information from federal agencies and departments on food safety. Specific information is provided related to recalls and alerts, keeping food safe, who's at risk, food poisoning, reporting a problem, and asking the experts. <https://www.foodsafety.gov/>

Audience: Foodservices teams, planning teams, administrators

**ICN Website.** The ICN is housed at the University of Mississippi and funded by the USDA. The institute conducts research and provides education, training, and technical assistance for child nutrition programs. <http://www.nfsmi.org/>

Audience: Child nutrition professionals, foodservices teams

### Training

**Developing a Food Contamination Annex Specialized Training Package** (OSHS & REMS TA Center). Specialized training packages can be used by individuals to brush up on their own knowledge or to teach others. This package on the topic of developing a food contamination annex includes training instructions, a PowerPoint presentation, resource guide, and tabletop exercise. <https://rems.ed.gov/TrainingPackage.aspx>

Audience: Foodservices teams, planning teams, administrators

**Employees FIRST: Food Defense Awareness for Front-line Food Industry Workers Training Program** (U.S. Food and Drug Administration [FDA]). The Employees FIRST training educates foodservice staff members about the risks from intentional food contamination and what steps they can take to prevent these risks.

<https://www.fda.gov/Food/FoodDefense/ToolsEducationalMaterials/ucm295997.htm>

Audience: Foodservices teams

USDA FNS training:

- **Food Safety: Produce Safety University.** This 1-week training course for school foodservice staff members helps them identify safety risks related to fresh produce. Topics covered include how to write specifications for, assess, handle, and store fresh produce. <https://www.fns.usda.gov/food-safety/produce-safety-university>
- **Food Safety Flashes.** This video series includes 2- to 4-minute videos to help school nutrition professionals understand and apply safe food practices. <https://www.fns.usda.gov/ofs/food-safety-flashes>

Audience: Foodservices teams



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The Office of Food Safety also partners with the Institute of Child Nutrition to offer face-to-face training:

- **Food Defense: Schools as a Target** (Tabletop Exercise) (4 training hours).  
<http://www.theicn.org/ResourceOverview.aspx?ID=69>
- **Food Safety Basics** (4 training hours). <http://www.theicn.org/ResourceOverview.aspx?ID=467>
- **Food Safety in Schools** (formerly Serving It Safe) (8 training hours).  
<http://www.theicn.org/ResourceOverview.aspx?ID=327>
- **Seguridad de alimentos en las escuelas** (SPANISH VERSION - Food Safety in Schools) (8 training hours). <http://www.theicn.org/ResourceOverview.aspx?ID=534>
- **Inventory Management and Tracking** (4 training hours).  
<http://www.theicn.org/ResourceOverview.aspx?ID=431>
- **Managing Allergies for School Nutrition Programs** (4 training hours).  
<https://theicn.docebosaas.com/learn/public/course/view/elearning/14/managing-food-allergies-in-snps>
- **Norovirus for Schools** (2 training hours).  
<http://www.theicn.org/ResourceOverview.aspx?ID=399>

Audience: Foodservices teams, planning teams, administrators



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