STEPS FOR EMERGENCY PREPAREDNESS

An effective emergency preparedness plan meets specific needs of the foodservice operation. Prior preparation, employee training, and practicing for real-world scenarios are keys to success. An effective emergency preparedness plan properly prepares the program to ensure the safe production, service, and storage of food.

STEP ONE:

Establish a school nutrition emergency preparedness team.



School Nutrition Staff, Administration, Central Office Staff, and Key Community Members

STEP TWO:

Identify disruptions that may hinder a school nutrition operation.

- Internal threats
- External threats
- Natural disasters



STEP THREE:

Develop plans and procedures.

- School nutrition emergency preparedness plan
- Emergency preparedness standard operating procedures
- Flexible emergency readiness plan with a back-up







STEP FOUR:

- Train school nutrition staff on their role in the emergency preparedness plan.
- Discuss the plan step by step and identify responsibilities or tasks.



STEP FIVE:

Conduct mock emergency drills that address several of the disruptions in the emergency preparedness plan.



STEP SIX:

Evaluate the effectiveness of the emergency preparedness plan and update as needed.



This project has been funded at least in part with Federal funds from the U.S. Department of Agriculture, Food and Nutrition Service through an agreement with the Institute of Child Nutrition at the University of Mississippi. The contents of this publication do not necessarily reflect the views or policies of the U.S. Department of Agriculture, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. government. The University of Mississippi is an EEO/AA/TIGE VI/Title IV/Section 504/ADA/ADEA Employer. In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights; Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer, © 2020, Institute of Child Nutrition, The University of Mississippi, School of Applied Sciences Except as provided below, you may freely use the text and information contained in this document for non-profit or educational use with no cost to the participant for the training providing the following credit is included. These materials may not be incorporated into other websites or textbooks and may not be sold. The photographs and images in this document may be owned by third parties and used by the University of Mississippi under a licensing agreement. The University cannot, therefore, grant permission to use these images. Please contact helpdesk@theicn.org for more information.