

Harvest

1. Personal Hygiene

- a. Hand washing facilities must be available for all garden workers and students.
 - i. All students must line up and wash their hands before entering the garden. Hands must be washed with soap and potable water for at least 20 seconds before entering the school garden and anytime they become contaminated or visibly dirty while working in garden.
 - ii. Hands should be washed frequently and must be washed with soap and water after eating, drinking, using the restroom (see below), or using chemicals in the gardening process.
 - iii. Hand sanitizer is not an acceptable substitute for proper hand washing with soap and water. Instructions on proper hand washing procedures should be given to students and all persons working in the school garden.
 - iv. Use a liquid or foam soap. Do not use bar soap.
 - v. Hands must be dried with paper towels or air dryers. Shared cloths must not be used
- b. Restrooms must be available for garden workers and students.
 - i. Do not use the garden site as a restroom.
 - ii. When using the restroom, students and staff must wash hands when finished using the facilities and again before handling produce.
- c. Any open cuts or wounds on hands, arms, or legs must be properly covered prior to entering the school garden.
- d. Proper clothing suitable for gardening should be worn.
 - i. This includes closed toed shoes to prevent cuts, stings, or other injuries.



f. Do not allow anyone to work in the garden if they have any of the following symptoms associated with a gastrointestinal illness such as vomiting, diarrhea, sore throat with fever, jaundice, abdominal cramps, or have experienced a loss of appetite for 3 or more consecutive days. Do not allow anyone to work in the garden or handle produce until 24 hours after last symptoms have occurred.

g. Additionally, workers must not be allowed to work in the garden or handle raw produce if they have open lesions or are diagnosed with an illness due to *Hepatitis A*, *Salmonella*, *E. coli*, *Shigella*, *Norovirus* or any other contagious diseases transferred through food, as required by your local health authority.



h. Remove any sick student or garden worker immediately if any signs or symptoms of illness are present that may be transferred through food (jaundice, fever with sore throat, coughing, etc.) Contact your local health authority regarding when a student or garden worker should be removed.

i. Document any removal of sick students or garden workers in the garden journal or your established record keeping system. A sample form can be found under the Forms tab.

2. Preparation for Harvest

a. Before harvesting, coordinate with site staff to set a harvest time. Determine when kitchen staff is available to accept school garden produce.

b. The day of a harvest, the garden leader should check with the kitchen manager or staff to pick up the clean, sanitized food grade container.

c. The garden leader should survey the school garden for ready to pick vegetables and fruits.

d. The garden leader must prepare the record sheet for harvest-where in the garden items are harvested, date, temperature, and who harvested produce. See Forms tab for an example.

3. Harvesting the School Garden with Students

a. The garden leader or an approved volunteer should recruit a small group of students from their classroom, ensuring none of the students have any signs of illness.

b. Signed permission slips for all student gardeners must be obtained prior to any students working in the school garden.

i. Permission slips should list potential hazards of working in a school garden.

ii. Permission slips should identify any allergies the child may have.

iii. See sample permission slip included under the Forms tab.



- c. Students and garden leaders must wash their hands with liquid soap and potable water and dry hands with air dryer or paper towels.
- d. Garden leader or volunteer should take students to the school garden site and show the students which foods are ready to pick.
- e. If any student has not been instructed on proper garden procedure, the garden leader should give instruction to them before entering the school garden.
- f. Be sure to wash, rinse, and sanitize harvesting tools (such as knives or scissors) with soap, potable water, and your approved sanitizer (bleach-water or quaternary ammonia-water) immediately before and after each harvesting session. Check with your school kitchen staff for appropriate sanitizing practices.
- g. Brush, shake or rub off any excess garden soil or debris before putting produce into the harvest container or bringing produce into the kitchen.
- h. Produce must be placed in clean, sanitized food grade containers. Wood or woven baskets must not be used for harvesting.
- i. Students or the garden leader should record the following information:

- i. Date and time of the harvest.
- ii. Location in garden of the harvested produce.
- iii. Type and number/weight of each vegetable and fruit harvested.
- iv. Name of garden leader and students involved in the harvest.



- j. Students and garden leader must take vegetables to the kitchen manager or staff immediately after harvest.
 - i. All produce should be delivered to food service staff when they are present and able to receive it, by prior arrangement.
 - ii. Any produce dropped off or left when staff is not present must not be used in the school cafeteria.

k. Do not harvest produce that has been noticeably contaminated by animals, body fluid, glass, chemicals or insects (eggs, leafminer damage, etc.)



- i. If such contamination is noted, flag the area and remove produce to ensure that product is not consumed.
- ii. Document removal of contaminated plant or produce in garden journal.
- iii. Anyone who handled the contaminated plant or produce must wash their

hands before continuing work and clean¹⁰ any contaminated harvesting materials.

Additional Information Regarding Food Handling Requirements

NAC 446.211 Food handler required to report on health and diseases; presence of infected or ill food handler prohibited. (NRS 439.150, 439.200, 446.935, 446.940)

1. The holder of a permit for the operation of a food establishment shall require each food handler and each applicant to become a food handler to report verbally to the holder of the permit information about his health and activities as they relate to diseases that may be transmitted through food.

2. A person in charge shall prohibit the physical presence of a food handler in the food establishment if the food handler:

(a) Is diagnosed as carrying any of the following infectious agents:

- (1) *Salmonella typhi*;
- (2) *Shigella* spp.;
- (3) *Escherichia coli* 0157:H7; or
- (4) Hepatitis A virus infection;

(b) Has a symptom that is associated with acute gastrointestinal illness, such as abdominal cramps, diarrhea, fever, loss of appetite for 3 or more consecutive days, vomiting or jaundice; or

(c) Has a pustular lesion on any exposed part of his body, including, without limitation, a boil or an open or draining infected wound, unless the lesion is covered by a dry, durable bandage that fits tightly.

For additional information regarding food handling requirements contact your local health authority.

