

# School Concession Stands - Operations

## Menu/Process Categories

A majority of school concession menus fall into one of the first two of three menu categories described below:

1. **Pre-Packaged Foods:**  
Items include pre-packaged foods that require no heating, and are served from their original packaging/container. *Examples:* bottled or canned beverages, pre-packed chips, candy and frozen novelties.
2. **Pre-Cooked, Ready-to-Eat Food:**  
Items include the pre-packaged foods listed above, plus foods that require some heating, or minimal handling. **No on-site food preparation or cooking is permitted (e.g., onion chopping, lettuce washing, or pizza topping prep).** *Examples:* hot dogs or sausages (hot dog roller); pizza (pizza oven); popcorn (popper); and hot beverages such as coffee or hot chocolate.
3. **Complex Food Service:**  
Items may include the those listed above, plus items that require on-site preparation. *Examples:* hamburgers, sandwiches, and walking tacos.

If you are unsure of your menu category consult your regulatory agency.

## Equipment & Structural Requirements

Equipment and structural requirements increase with the complexity of the menu offered. Any concession serving items other than prepackaged, non-heated foods (e.g., chips or canned beverages) must have approved equipment appropriate to the menu. Specific equipment needs and facility requirements can be found in the Minnesota Food Code or by consulting your regulatory agency.

## General Health & Sanitation Guidelines

1. **Handwashing:**
  - A hard-plumbed handwashing sink or a portable, self-contained sink is required.
  - Soap, a nailbrush and paper towels must be available at the handsink.
  - Staff must receive handwashing instructions and wash hands throughout the event.
2. **Certified Food Manager/Person in charge:**  
The proposed menu may require a Certified Food Manager to oversee operations and train others to

be the person-in-charge throughout hours of operation. A person-in-charge should be present during all hours of operation to coordinate all food service and ensure safety of products served.

3. **Employee Illness:**  
No ill volunteers or employees with vomiting and/or diarrhea are permitted in the food service area.
4. **Food Safety:**
  - Cook foods to proper temperatures: chicken – 165°F; beef – 155°F
  - All **hot** food must be kept at **140°F** or above
  - All **cold** foods must be kept at **41°F** or below
5. **Food Sources:**
  - Food cannot be stored or prepared in a private home.
  - All food, beverages and ice must be obtained from an approved commercial source.
  - Any food preparation or storage done off-site must be done at a licensed food establishment

**NOTE: Home-prepared food may never be offered to the public in a licensed establishment.**
6. **Cleaning:**
  - Clean and sanitize all counters and equipment before and after use
  - Clean floors after each event or at the end of each day for events lasting more than one day.
7. **Cleaning & Sanitizing Serving Utensils:**
  - Provide an approved three-compartment sink at the concession stand.
  - Make arrangements with the school to have utensils properly cleaned and sanitized, **or** use only single use, disposable eating and serving utensils.

For further information, contact one of the following MDH District Offices:

Bemidji	◆	(218) 308-2100
Duluth	◆	(218) 302-6166
Fergus Falls	◆	(218) 332-5150
Mankato	◆	(507) 344-2700
Metro	◆	(651) 201-4500
Rochester	◆	(507) 206-2700
St. Cloud	◆	(320) 223-7300

To request this document in another format, call 651-201-4500 or TTY 651-201-5797.



Food, Pools, and Lodging Services Section  
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