

OCPS Record of Outside Food Form

(Food meant for sharing **ONLY**)



This form should be filled out for ALL outside food brought onto the school campus meant for sharing with students, anywhere on school property during the school day (midnight until 30 minutes after the last bell) and meets the USDA Nutrition Guidelines. Food must be in an unopened manufacturer's container with an ingredient statement and expiration date.

Once complete: This form should be kept on file with the cafeteria manager.

School Name: _____ Date: _____

Name of the food product*		
Name of the student who brought the food		Parent Phone Number (if available):
Name and job title of the adult responsible for the food on campus		Phone Number:
Location where this food will be stored on campus		
Date(s) that this food will be served to students		Expiration Date on Package:

***The food label containing the Ingredient Statement and Expiration Date must be attached to this form.**

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