

**Procedures for:**  
**Handling and Preventing Cross Contamination of**  
**GLUTEN-FREE Meals**

It is understood that:

- Gluten is in all wheat (white and “whole wheat”), oats, barley, rye
- Any tiny amount of gluten can cause damage to the intestinal villi of an affected person
- Extreme care must be taken to avoid CROSS-CONTAMINATION of gluten into GLUTEN-FREE (GF) foods.
- GF foods will be clearly labeled

The following safe food handling procedures will be followed at all schools with gluten-free (GF) food items:

- Wash hands and use new gloves when handling GF foods.
- A clean apron and towels will be used.
- All GF products will be stored separately (in their own box and individually wrapped & labeled) from other products.
- Separate utensils, cutting boards and sheet pans will be used for GF foods than for regular foods. These items will be washed and sanitized following the standard dishwashing procedures.
- GF foods will be baked in the oven before regular foods.
- Fresh parchment paper will cover the workspace used to make GF sandwiches.
- Fresh parchment will be used to cover the sheet pans on which GF foods are baked.
- GF sandwiches will be assembled FIRST before other sandwiches.
- Gluten-free peanut butter and jelly sandwiches will be made before all other peanut butter and jelly sandwiches made on regular bread.
- There will be dedicated, separate jars of peanut butter and jelly for the gluten-free sandwiches, they will be labeled with a GF on the jars.
- Kitchen staff will be trained on an on-going basis on proper safe handling of GF meals.