

### ***Preparing for a FFVP Site Review***

Please have the following arrangements made and information and/or materials accessible at the time of the review.

#### **Site Visit Checklist:**

##### **\_\_\_ General Information**

- \_\_\_ Grades served
- \_\_\_ Days/times/location fresh fruits and vegetables served
- \_\_\_ Special needs students, any texture modification or substitutions (if applicable)
- \_\_\_ Promotional activities conducted for FFVP
- \_\_\_ Old or new partnerships that coordinate with the FFVP goals
- \_\_\_ Nutrition education before, during, or after school that coordinate with the FFVP goals

##### **\_\_\_ Arrangements**

- \_\_\_ Set up a time for reviewer to talk with teachers, students, and principal during review
- \_\_\_ Arrange to visit at least 2 classrooms during review

##### **\_\_\_ Food Safety Plan**

- \_\_\_ Standard Operating Procedures for FFVP
- \_\_\_ Time Control Plan for cut leafy lettuce, tomatoes, bean sprouts, and melons (if applicable)
- \_\_\_ Completed temperature logs for storage facilities and coolers

##### **\_\_\_ Civil Rights**

- \_\_\_ “And Justice for All” poster on display