Cleaning Procedure for Bins/Trays: Student Nutrition Programs

Wash, rinse and sanitize bins and trays using the steps below:

1. Wash the inside (bottom and sides) and lids of the bins and trays with warm soapy water.
2. Rinse the bins and trays with water.
3. Make a bleach sanitizing solution: Measure 1 litre of water and add ½ tsp of ordinary household bleach (5.25% sodium hypochlorite*). Mix well and test solution.** **Wear protective equipment** such as: eye googles, gloves and apron when making the bleach sanitizing solution.
4. Use a spray bottle to spray the sanitizing solution inside and outside of the bins and trays.
5. Allow the bins and trays to air dry.

- Repeat these steps before and after each use and when visibly dirty.
- If a bin or tray is in a hall or classroom where many people can touch it over a period of a day or week, the exterior surface should be cleaned and sanitized every day.
- Most Toronto school boards approve of the use of bleach in food preparation areas. When in doubt, check with your school board.
- Mix bleach with water only.

Using Bins and Trays

- Food must be protected from contamination. If exposed/unwrapped food is present, a cover is required. A container lid, food grade plastic wrap or foil is suitable, where necessary.
- If the food inside the bin or tray is already wrapped, a cover is not required.
- Bins and trays must have smooth surfaces that allow for easy cleaning.
- Cracked or scratched bins and trays must be discarded; they cannot be properly washed and sanitized.
- Store bins and trays off the floor and protect them from contamination.
- Depending on the food items (e.g. loose apples), the use of trays is preferred over bins to allow for easier selection of food by students and to minimize hand contact.
- Separate food items within the bins or trays using reusable plastic containers or disposable items such as plastic bags.
- You may use cooler bags with ice packs for cold items such as milk, yogurt and cheese.
- Wash and sanitize cooler bags and multiple-use plastic containers before and after each use and when visibly dirty.

* *Visit Public Health Ontario's online dilution calculator to determine if your solution has the correct ratio of bleach based on the standard 5.25% Sodium hypochlorite*
https://www.publichealthontario.ca/en/ServicesAndTools/Tools/Pages/Dilution-Calculator.aspx

* **Chlorine test strips can be used to check the strength of bleach solutions*