

# ***Sample Timeline for Coordinating a School-wide Taste Test***

## **2 – 3 WEEKS PRIOR TO THE TASTE TEST:**

- At the food committee meeting with food service personnel, decide what food will be tested.
  - \*Make sure foods chosen fit into the school food program and align with your committee goals.
- Find a class(es) that is/are willing to prepare the food in the kitchen or classroom the morning of the taste test and that will help serve and survey.
- Find parents/volunteers who will help serve and clean up.
- Prepare an announcement of the taste test for the school newsletter or school-wide email
- Research and share nutritional information about the food, and have the recipe ready to send home to students' families.

## **ONE WEEK PRIOR:**

- Check with food service and classrooms involved to make sure everyone is prepared.
- Make sure necessary food items have been purchased or are being delivered on the date needed (including any necessary serving tools, utensils and sampling dishes, napkins, etc)
- Prepare a taste testing survey.
- Advertise the taste test: school newsletter, school website, all-staff email, invite the local paper!

## **DAY OF:**

- Announce the taste test during announcements, class meetings, and with signs in the lobby.
- Help food service set up for hosting students in the kitchen.
- Have the food service explain about food safety when preparing foods. Make time for everyone to wash their hands and put on hairnets or hats.
- If preparing in the kitchen, small groups of 4–5 students work best. If preparing in the cafeteria or classroom, divide the preparation tasks into small groups.
- Remind children to respect the workspace and workers.
- Rotate groups from classroom to kitchen, if necessary.
- Set up taste testing table before lunch periods begin.
- Have surveys ready, including pencils and pens to complete if necessary
- Take pictures and notes to report in your newsletter.
- Make sure there are plenty of disposal areas and trash cans; work with custodial staff.

## **DAY AFTER:**

- Send a letter home to parents describing the taste test, the food their child tasted, and the recipe.
- Have a classroom tally the results of the taste test and post them on a bulletin board or in the school

\*\*Resource from Vermont Farm to School: A Guide to Taste Testing Local Food in Schools