



Student and Food Safety: Best Practices for Hawai'i School Gardens – A Supplementary GAPs Checklist*

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School Garden Information

School name: _____
 Person in charge of Good Agricultural Practices: _____
 School address: _____
 Total area farmed: _____

Phone: _____
 Email: _____
 (Circle preferred method of communication.)
 Expected products for sale/use: _____

Production Information & Garden Self-Assessment

Personal Hygiene			
Potable water is available for all students.	Yes	No	N/A
Training and supervision on proper sanitation, hand-washing, and hygiene practices is provided and implemented for all students.	Yes	No	N/A
All toilet, restroom, and field sanitation facilities are clean.	Yes	No	N/A
Clean sink for washing hands and rinsing produce is provided.	Yes	No	N/A
Non-antibacterial soap in a pump-type dispenser is provided.	Yes	No	N/A
Single-use towels are provided (do not wipe hands on clothes).	Yes	No	N/A
Trash can with lid is provided.	Yes	No	N/A
Well-stocked first-aid kit is provided.	Yes	No	N/A
Water to flush eyes if needed is provided.	Yes	No	N/A
Students are instructed not to work if they exhibit any sign(s) of infection such as fever, diarrhea, open wounds, etc.	Yes	No	N/A
Water/Irrigation			
Source of irrigation/water (e.g., catchment, stream, reservoir, municipal, other): _____			
Rinse or wash water for produce is "potable" (required by State of Hawai'i regulations).	Yes	No	N/A

Test for <i>E. coli</i> bacteria. Contact Hawai'i-state-approved laboratories for costs and testing supplies (http://manoa.hawaii.edu/ctahr/farmfoodsafety/tools-pubs/food-water-testing-laboratories-in-hawaii/).	Yes	No	N/A
Chemicals (pesticides, wash supplies, etc.)			
Pesticides should be avoided or used minimally in school gardens. If used, only per label instructions, under adult supervision, and with the custodian's knowledge.	Yes	No	N/A
Stored in a locked container and off the ground to reduce the chance of run-off into water sources in the case of flooding.	Yes	No	N/A
Used with appropriate personal protective equipment (P.P.E.) as required by the product's label.	Yes	No	N/A
Safety Data Sheet (SDS) (http://www.msds.com) that provides information in case of a spill or other accident occurring with that particular substance is available.	Yes	No	N/A
Warning signs and/or verbal notices as required by product label are posted/given.	Yes	No	N/A
Recommended: Organic materials are used (listed at http://www.OMRI.org).	Yes	No	N/A
Do not use "homemade" or experimental pesticides; rather, use only ones approved by EPA for commercial farms and listed at http://www.OMRI.org .	Yes	No	N/A

Fertilizers			
All label precautions are followed (some fertilizers can be dangerous for children).	Yes	No	N/A
Used only under adult supervision.	Yes	No	N/A
Used as needed for plants' nutritional needs.	Yes	No	N/A
Always stored in a locked container.	Yes	No	N/A
Recommended: Organic materials are used (listed at http://www.OMRI.org).	Yes	No	N/A
Avoid using any products or solutions that are applied to the "edible portion of the crop" that contain allergens such as eggs, milk, soy, wheat, fish, peanuts, etc.	Yes	No	N/A
Animals and Pests			
Active steps are being taken to keep pets, wild animals, and insect pests out of active growing areas.	Yes	No	N/A
Food discards are not left uncovered in compost piles.	Yes	No	N/A
Rats, slugs, and snails actively removed (they can carry the rat lungworm pathogen).	Yes	No	N/A
Raw manure is not being used with a growing crop nor on the ground where children could walk through it.	Yes	No	N/A
Livestock are housed down-slope from garden areas to avoid run-off of fecal matter into food-growing areas.	Yes	No	N/A
Garden Care and Maintenance			
Garden watered with potable water. (Drip irrigation with non-potable water may be used at the soil surface but never on the edible portion of the crop).	Yes	No	N/A
Science-based composting techniques that create pathogen-free finished compost are used.	Yes	No	N/A
All manure and kitchen discards are properly composted for at least 90 days.	Yes	No	N/A
Many plants found in Hawai'i can be toxic. Children should ask before eating.	Yes	No	N/A
Safe Handling of Tools and Supplies			
Used only by students of an appropriate age and under adult supervision.	Yes	No	N/A
Examined regularly for damage and replaced when needed.	Yes	No	N/A
Kept sharpened, as appropriate.	Yes	No	N/A

Placed on the ground in a safe manner.	Yes	No	N/A
Properly stored in a locked container when work is done.	Yes	No	N/A
Harvesting, Cleaning, and Handling			
Hands washed at least 20 seconds with soap and potable water before and after harvesting or handling produce.	Yes	No	N/A
Damaged plants, especially ones with slug/snail slime or damage, or ones with feces on them, are not harvested.	Yes	No	N/A
Disposable gloves used properly for harvesting and handling.	Yes	No	N/A
Clean, food-grade harvest containers used to hold harvested produce.	Yes	No	N/A
Cutting tools are sharp, cleaned, and sanitized according to manufacturer's label before use.	Yes	No	N/A
Harvest containers kept off ground with clean wheelbarrow, tarp, or pallet to avoid contaminating produce with soil and pathogens.	Yes	No	N/A
Food contact surfaces are non-porous and cleaned.	Yes	No	N/A
Knives and cutting boards are clean.	Yes	No	N/A
Rinsing and Preparing Fresh Produce			
Hands washed at least 20 seconds with soap and potable water before handling produce.	Yes	No	N/A
All harvested produce inspected; damaged products discarded and composted.	Yes	No	N/A
All food served to the public prepared in a kitchen with a Food Establishment permit from the Hawai'i Department of Health.	Yes	No	N/A
Fruits and vegetables rinsed with potable water, not washed with soap or detergent (soap is not approved for use on food).	Yes	No	N/A
Firm produce, such as melons or potatoes, scrubbed with a clean produce brush.	Yes	No	N/A
All cut, peeled, or cooked fruits and vegetables eaten or refrigerated within 2 hours. Cut produce left at room temperature longer than 2 hours discarded or composted.	Yes	No	N/A
Any other produce not going to be consumed immediately is refrigerated.	Yes	No	N/A

*This checklist is a supplement to the "Student and Food Safety: Best Practices for Hawai'i School Gardens" (2011) fact sheet by James Hollyer, Fred Brooks, Lynn Nakamura-Tengan, Luisa Castro, Jayme Grzebik, Maile Sacarob, Vanessa Troegner, Donna Meyer, Theodore Radovich, Lydi Morgan Bernal, Dexter Kishida. College of Tropical Agriculture and Human Resources www.ctahr.hawaii.edu/oc/freepubs/pdf/FST-45.pdf.