



GUIDELINE FOR BAKE SALES

Introduction:

This guideline applies to all student groups interested in booking a table at the York University Student Centre for the purpose of organizing a bake sale.

Objective:

This guideline has been developed to ensure compliance with health regulations related to food safety and to minimize potential liability. It will be subject to review and modifications from time to time as necessary.

Guidelines:

1. Permission for organizing a bake sale shall be limited to one (1) event per student group per per academic year.
2. York University Student Centre Request for Bake Sale form must be completed and returned to the York University Student Centre Office.
3. Only non-perishable foods will be approved for sale. Food items deemed high risk by the Ontario Ministry of Health and Long-term Care will not be permitted to be served to the community. They are generally those that contain raw eggs, dairy products, meat, poultry and fish. Some examples of high risk foods are:
 - cakes/pastries with whipped cream, cheese or synthetic cream fillings (e.g. éclairs, cream pies, cheesecakes)
 - dairy products (e.g. milk, cream, cheese, yogurt)
 - foods containing raw eggs as ingredients (e.g. salads, custards)
 - fresh or processed meat and sausages.
4. All products must be labelled to include what the item is and the ingredients. Allergy notices (for example, nut allergy) must also be posted, if necessary.
5. Good sanitation practices must be applied in the storage, display and sale of the items.
6. The requestor(s) will not have access to on-campus caterer's kitchen(s) to heat or cook food on campus.
7. The general vicinity around the bake sale must be kept clean at all times. Clean up of the site and its surroundings is the responsibility of the student group.
8. The signing authorities of the student group or his/her designates are responsible to ensure that their student group adheres to these guidelines as well as table booking conditions listed in the York University Student Centre Booking Agreement. Failure to adhere to these procedures may result in loss of booking privileges.