

City of Newton



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HEALTH AND HUMAN SERVICES DEPARTMENT
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PTO Sponsored Baked Sales

Under Massachusetts General Law, non-profit organizations, such as PTO's are excluded from obtaining a food permit when selling **ONLY** non-potentially hazardous baked goods.

The following are recommendations from the Newton Health and Human Services Department:

- Sell only non-potentially hazardous baked goods such as brownies and cookies. Avoid items which contain cream, custard or anything which requires refrigeration.
- Ingredient list should be on site and available.
- Baked goods should be covered to protect against customer contamination. Individually wrapped is recommended.
- Bare hand contact should not be used to handle unwrapped baked goods. Non-latex gloves, deli tissues or utensils can be used.
- Practice proper hand washing: With warm water, lather hands with soap vigorously, pay attention to finger-tips for 20 seconds. Rinse and dry with a paper towel. Remember that hands must be washed before glove use.
- Practice proper hygiene: Long hair should be in a restraint, avoid touching face and chewing gum. Servers should not work if they are ill.
- If serving coffee, nondairy creamers are preferred.
- If dairy cream or milk is used, store the container on ice.
- Single service, non-re-useable items should be used – Disposable coffee stirrers, paper cups etc.

Please remember the Newton Public Schools guidelines for Life-Threatening Food Allergies. "Eliminate food sales in elementary school stores". While PTO's fundraising bake sales are not "school stores", it is good to restrict students from buying bake sale items to before and after school hours.

If there are any questions please call the Newton Health and Human Services Department.

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