

KHS Concession Stand OPENING PROCEDURES

1. Check message board for any updates/information concerning event
2. Turn on Equipment
 - A. Coffee and hot chocolate machine
 - B. Nacho cheese machine
 - C. Pretzel, pizza and food warmer (NOTE: Food warmer to be used for hot sandwiches)
 - D. Popcorn machine - turn on all three switches (heater, light and agitator) to warm up machine, then follow instructions located on machine thereafter
 - E. Hot dog roller
3. Begin Prep Work
 - A. Check to see if cheese machine is on (Switch is located on the back of the machine)
 - B. Check to see if machine has cheese already inside, if not please follow instructions on the machine to add cheese bags (There should be two bags in the dispenser at all times)
 - C. Nachos are located in the cabinet below the cheese machine
 - D. Nacho trays are separated into groups of 50 and located in cabinet above cheese machine
 - E. Fill trays with nachos and then cheese
 - F. You will need one person to man this station
 - G. Un-thaw hot dogs

4. Pretzels

- A. Fill water pan full of water (Located at the bottom back left of the machine)
- B. Load pretzels - 2 to 3 on a rack (It is important to load pretzels with opening "wraps" on rack)
- C. Turn both switches on, and set temperature dial between 150 and 160 degrees
- D. Allow 30-40 minutes for pretzels to warm (60 minutes if pretzels are frozen)
- E. Load a bag of salt (comes in each case) into the salting pan
- F. When the unit is half empty, move all warm pretzels to the top and load frozen on the bottom
- G. Serve from the top until bottom is warm and then load another bag of salt

AMOUNT TO PREPARE

Varsity football and large events - Prep 100 (continue to make as needed throughout the event)

Smaller events - Prep 20-30

NOTE: Pretzel w/cheese - use plastic soufflé cup to put cheese in

DO NOT USE NACHO TRAYS FOR PRETZELS WITH CHEESE (ONLY PAPER PLATES)

5. Popcorn

- A. Empty 2 packages of oil and popcorn into the kettle
- B. Listen for completion and empty kettle
- C. Leave doors open while popping
- D. 1 package of oil and popcorn yields 8 bags of popcorn

AMOUNT TO PREPARE

Varsity football and large events - Fill machine hopper prior to event start and make 50 bags to start

Smaller events - Fill hopper at the start of event and supplement as needed.

6. Hot Dogs (You will need 2-3 people at this station)
 - A. Place hot dogs on roller and cook until hot dog reaches internal temperature of 160 degrees
 - B. Place hot dogs in buns and wrap with foil
 - C. Place in warmer

AMOUNT TO PREPARE

Varsity football and large events - 2 boxes of hotdogs or enough to fill warmer (keep cooking as needed)

Smaller events - Prep 20-30 hot dogs

NOTE: Once half time is over or event is $\frac{3}{4}$ done let supply run down

DO NOT COOK MORE UNLESS NECESSARY

7. Display candy/chips on counter and refill as needed
8. Make coffee if needed
 - A. Place 1 bag of coffee in filter and flick switch
 - B. Hot chocolate and Cappuccino - Use turkey fryer to heat water, make in large bins (1 packet)
 - C. Coffee, filters, sugar, creamer, hot chocolate, etc. are in cabinets above and below machines
 - D. Extra cups and lids can be found in the back storage area
9. Place condiment packets and napkins out (Cabinet above hot dog roller and below coffee machine)

FOR AN EVENT TO RUN SMOOTHLY IT IS IMPORTANT THAT ALL PREP WORK BE COMPLETED BEFORE THE OPENING OF WINDOWS