

FOOD HYGIENE

We provide and serve food for children at snack time and packed lunches

We maintain the highest possible food hygiene standards with regard to the purchase, storage, preparation and serving of food.

We are registered as a food provider with the local authority Environmental Health Department.

At least one member of staff holds a current Level 2 Food Hygiene Certificate, which should be renewed every 3 years. All staff to read Safer Food, Better Business for Caterers.

Children are prevented from accessing the kitchen unsupervised, by a lockable gate. When going in and out of the kitchen the staff must always ensure the gate is bolted behind them.

Procedures

Staff with responsibility for food preparation understand the principles of Hazard Analysis and Critical Control Point (HACCP) as it applies to our setting. This is set out in Safer Food, Better Business for Caterers (Food Standards Agency 2011). The basis for this is risk assessment of the purchase, storage, preparation and serving of food to prevent growth of bacteria and food contamination.

All our staff follow the guidelines of Safer Food, Better Business for Caterers.

The person responsible for food preparation and serving carries out daily opening and closing checks on the kitchen to ensure standards are met consistently. This includes putting out each day a clean tea-towel and dish cloths, filling water jug with fresh water, recording fridge & freezer temperature in log book, cleaning work surfaces and disposing of food waste, unplugging electrical appliances and lastly signing kitchen check list to confirm this was done. (See Kitchen Checklist). Each day staff member responsible for snack to sign opening & closing log. A four weekly review is also to be completed by Rachel/Sandra.

The person responsible for preparing snack on any particular day will not be available for changing nappies or seeing to children's toileting needs.

We use reliable suppliers for the food we purchase. Following advice from Environmental Health Officer fruit and vegetable are only bought from supermarkets.

All staff who are involved in the preparation and handling of food receive training in food hygiene.

Food is stored at correct temperatures and is checked to ensure it is in-date and not subject to contamination by pests, rodents or mould.

Food preparation areas are cleaned before and after use. Only anti-bacterial cleaners which comply with BN EN1276 or BS EN13697 are used.

There are separate facilities for hand-washing and for washing-up

All surfaces are clean and non-porous.

All utensils, crockery etc. are clean and stored appropriately.

Separate chopping boards are available – one for 'dirty' vegetables eg onions & potatoes (plastic) and a second for fruit and cucumber (glass).

Waste food is disposed of daily.

Cleaning materials and other dangerous materials are stored out of children's reach.

A clean Tea-towel and dish cloths are used each day and then washed at the end of every week, such items are washed at 90°C and separately from general cleaning cloths.

Before children sit down to snack or lunch the tablecloth is sprayed with disinfectant and then wiped dry.

We operate a two-stage method of cleaning ie any dirty surface is wiped cleaned before a disinfectant is then applied. On a daily basis one green dish cloth should be used to clean down tablecloth after snack, before tablecloth is sprayed with antibacterial disinfectant and then wiped down using kitchen paper or a new green cloth. These green dish cloths should then be put in laundry bag. A new green cloth would then be used to wipe tablecloth after lunch before it is then disinfected and wiped down using the same method as before.

Clean green cloths are stored separately from the other colour coded cloths. Green cloths are stored under kitchen sink.

The kitchen is deep cleaned at the end of every term.

Lunch Club

For Lunch Club the parents have to provide a packed lunch. The packed lunches are stored in the cloakroom. As the food is unrefrigerated, we ensure it is served to the children within 4 hours of preparation at home.

Cooking Activities

- When children take part in cooking activities, they: are supervised at all times; understand the importance of hand-washing and simple hygiene rules; are kept away from hot surfaces and hot water; and do not have unsupervised access to electrical equipment, such as blenders etc.

Reporting of food poisoning

Food poisoning can occur for a number of reasons; not all cases of sickness or diarrhoea are as a result of food poisoning and not all cases of sickness or diarrhoea are reportable.

- Where children and/or adults have been diagnosed by a GP or hospital doctor to be suffering from food poisoning and where it seems possible that the source of the outbreak is within our setting, the Manager will contact the Environmental Health Department to report the outbreak and will comply with any investigation.
- We notify Ofsted as soon as reasonably practicable of any confirmed cases of food poisoning affecting two or more children looked after on the premises, and always within 14 days of the incident.

Legal Framework

Regulation (EC) 852/2004 of the European Parliament and of the Council on the Hygiene of Foodstuffs

Further Guidance

Safer Food Better Business (Food Standards Agency 2019)