



Whittlesford Out of School Club

FOOD HYGIENE POLICY.

The person in charge and the person responsible for food preparation understands the principles of Hazard Analysis and Critical Control Point (HACCP) as it applies to their business. This is set out in Safer Food Better Business. The basis for this is risk assessment as it applies to the purchase, storage, preparation and serving of food to prevent growth of bacteria and food contamination. All staff follow the guidelines of Safer Food Better Business.

At least one person has an in-date Food Hygiene Certificate.

We use reliable suppliers for the food we purchase.

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.

Packed lunches are stored in a cool place; un-refrigerated food is served to children within 5 hours of attending the setting.

Food preparation areas are cleaned before use as well as after use.

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.

Waste food is disposed of daily.

Cleaning materials and other dangerous materials are stored out of children's reach. → Children do not have unsupervised access to the kitchen.

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

Reporting of food poisoning

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 the setting, the manager will contact the Environmental Health Department and the Health Protection Agency, to report the outbreak and will comply with any investigation.

If the food poisoning is identified as a notifiable disease under the Public Health (Infectious Diseases) Regulations 1988 the setting will report the matter to Ofsted.

Out of Date Food Policy

For the health and safety of the children, it is the setting's policy to remove any out of date food and throw it in the bin.

If this is from the children's own food from home Parents/carers will be notified if this occurs.

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)

www.food.gov.uk/foodindustry/regulation/hygleg/hyglegresources/sfbb/sfbbcaterers

| | |
|---|----------------------|
| This policy was adopted by: WHITTLESFORD OUT OF SCHOOL CLUB | Date: SEPTEMBER 2019 |
|---|----------------------|