Health and Safety

3.8 Food hygiene policy

Policy statement

At Tywardreath Preschool Playgroup we provide and serve food for children on the following basis:

- Snacks - prepared in the setting
- Packed lunches - provided by parents/carers

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

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

Procedures

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*.
All staff hold a Food Safety Level 2 qualification. The minimum requirement being at least one person has an in-date Food Hygiene Certificate.
The person responsible for food preparation and serving carries out daily opening and closing checks on the kitchen to ensure standards are met consistently. (See *Safer Food Better Business.*)
We use reliable suppliers for the food we purchase.
Packed lunches provided by parents/carers are stored in a cool place; un-refrigerated food is served to children within 4 hours of preparation at home. Parents are advised that foods contained in packed lunches that should remain chilled should be kept at a safe temperature by enclosing an ice-pack with the food. Foods that should remain chilled from inside packed lunches that are not kept cool with ice cool packs will be stored in the kitchen fridge, where space allows.
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; and
- do not have unsupervised access to electrical equipment such as blenders, etc.

Reporting of food poisoning

Food poisoning can occur for many reasons; not all cases of sickness or diarrhoea are 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 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 Regulations, the setting will report the matter to Ofsted if two or more persons are affected, within 14 days of the outbreak.

Further guidance

Safer Food Better Business (Food Standards Agency)