



The Dell Out of School Club

Registered Charity No. 1038546

Policy No.

**DP – 1.08 Food
Safety /Hygiene**

Reviewed 30th Oct 18

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FOOD SAFETY AND FOOD HYGIENE

Introduction

The Dell must comply with the requirements of the Food Safety Act 1990 and the Food Safety (General Food Hygiene) Regulations 1995. This legislation requires The Dell to:

- train and educate staff and volunteers in food hygiene. At a basic this involves training by a competent person who has themselves been trained in food hygiene. Where possible staff who regularly prepare food should hold the Basic Food Hygiene Certificate and will be offered the opportunity to attend appropriate external courses. (See appendix 1)
- all staff must adhere to the Dell's basic food hygiene guidelines and thus accept responsibility for food safety.

Legal Requirements

The law focuses on hygiene through cleanliness, and staff and volunteers should ensure that:

- food preparation and storage areas are kept clean and in good repair. Failures on the part of the school should be notified to the Co-ordinator and hence to the School Head Teacher.
- ventilation is suitable and sufficient
- suitable temperatures for food storage are maintained, including adequate and sufficient refrigeration.
- methods of food preparation avoid cross contamination by foodstuffs, equipment and external sources, such as pests.
- Anyone preparing or serving food should wear suitable, clean and washable over clothing.
- anyone with infected wounds, skin infections, cold sores or bowel trouble should not prepare or serve food.

It is essential that The Dell clearly identifies which points in food preparation are critical to food safety. This is basic common sense, but it is important to be able to demonstrate this, and that risks are recognised and controlled, for example through the length of time between purchasing and storing food, preparation time, cooking times and temperatures, and serving procedures. In addition risk assessments are carried out to ensure that where there is a hazard this has been identified and the risk minimised.



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Food Information for Consumers Regulations (EU FIC)

On 13th December 2014 the Food Information for Consumers Regulation (EU FIC), came into effect. The purpose of the law is to bring general and nutritional labelling together to provide clearing information on allergens, and those with food intolerance and coeliac disease.

The changes in the law now require us to review the ingredients and menus and food that we offer the children and supply detailed information about the allergens they contain. Therefore the Dell will detail potential allergens from the following lists;-

Cereals containing Gluten

Crustaceans

Eggs

Fish

Peanuts

Soybeans

Milk

Nuts e.g. almond hazel peanut

Celery

Mustard

Sesame

Sulphur Dioxide

Lupin

Molluscs i.e. clams, muscles

The Dell will review the food it offers the children (bought and cooked) and we have a folder at each setting which identifies the food we used and any allergens contained for the food we serve and the menus we offer.

We also have displayed the allergens poster showing the 14 allergens we identify near our registers showing our parents what we will be identifying. In addition we keep a record of any specific allergy and that child would be provided with an alternative.

We comply with OFSTED regulation 3.47 which requires us to obtain medical and allergy advice about the children in our setting and we act accordingly when helping prepare and serve the children in the setting. Sometimes this may be done orally though communication with the child about what they can eat or alternatives.

In addition staff have been trained through staff meetings on the allergen information and our senior staff are available to provide further information and support if required.

More information about this is available from the Food Standards Agency website <http://www.food.gov.uk/business-industry/allergy-guide>

HACCP - (Food) Hazard Analysis and Critical Control Point



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The law requires that The Dell carries out a risk assessment of its 'food operation'. This means that staff involved in food preparation, storage and serving must be aware of the steps at which food safety may be compromised and ensure that high standards of hygiene and safety are maintained. This will include assessment of:

- the level of risk - children (and especially the younger Dell users) are vulnerable to food poisoning; some foods are higher risk than others and steps should ensure that risks are clearly understood and minimised.
- the resources available within the organisation to address and manage risks - by ensuring safe use of the fridge and freezer, safe storage, clean preparation and eating areas, safe disposal of waste and excess foods.

7.4 Temperature Regulations

Temperature control is vital to food safety. It is essential that the fridge and freezer temperatures are checked and recorded every day by each Club Leader.

Fridge Temperatures should be below 8°C, freezers below -18°C. A notice displayed on the fridge and freezer shows the correct temperatures for storage of different foods.

Food which is cooked and waiting to be eaten hot, must be kept at least at 63°C. Foods subject to storage requirements at 8°C and where appropriate, hot storage at 63°C include:

- cooked products containing meat, fish, eggs, soft or hard cheeses, cereals, pulses or vegetables;
- cooked pies, containing meat, fish or vegetables and sausage rolls, unless intended for consumption no later than the day after their production;
- smoked or cured fish and meat;
- slices of smoked or cured meats (except uncooked bacon);
- prepared vegetable salads and coleslaw;
- uncooked or partly cooked pastry or dough containing meat, fish or pizzas;
- sandwiches or rolls containing meat, fish or substitute, ripened soft cheese or vegetables, unless they are to be consumed within four hours or preparation.
- some dairy-based desserts;
- cream cakes;
- products containing whipped cream;
- cooked rice or pasta;
- mayonnaise.
- ripened soft cheeses



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ALL THE ABOVE ARE HIGH RISK FOODS AND STEPS MUST BE TAKEN TO MINIMISE RISKS - THROUGH SAFE STORAGE, TEMPERATURE CONTROL USING A TEMPERATURE PROBE - AND SAFE DISPOSAL OF UNCONSUMED FOOD.

7.5 Cleaning and Disinfection

Neutral detergents e.g. washing up Liquid or ordinary soapy water will remove grease and dirt (and some bacteria) and should be used for general purpose cleaning. Stronger detergents should only be used when microbiological outbreaks have been identified/confirmed.

Stronger disinfectants (such as anti bacterial sprays) should be used for all surfaces, equipment and utensils used in the preparation of high risk food. Bleach should not be used in food preparation areas.

Small items can be disinfected by washing in a dishwasher at high temperature.

All surfaces and equipment should be disinfected after working by using a neutral detergent. Buckets and cloths be used for the kitchen/food preparation and eating areas must be separate (colour coded red or blue) from wash areas / toilets and basins - where liquid detergent and de-scaler is frequently used.

All cleaning substances are kept in a lockable cupboard and COSHH sheets completed for all relevant chemicals used (see COSHH under H&S policy).

Appendix 1

Food Hygiene Certified Staff

Morgans

Shanelle Brown

Laura Pond (Nov 2018)

Michelle Perry

Ben Mathews

Abel Smith

Carole Peacock

Karen Claydon

Sue Scales

Policy adopted: 11th January 2006

Approved by:

Co-ordinator

Chair

Review Date:

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We are committed to continually providing high quality affordable child-centred care with positive play opportunities for every individual in the club in a safe, happy environment in partnership with parents.