

## Food Hygiene

(Including procedure for reporting food poisoning)

### Policy statement

At Chestnut Playgroup, we provide and/or serve food for children on the following basis:

- Snacks.
- Packed lunches (provided by parents).

Our setting is a suitable, clean, and safe place for children to be cared for, where they can grow and learn. We meet all statutory requirements for food safety and fulfil the criteria for meeting the relevant Early Years Foundation Stage Safeguarding and Welfare requirements. 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.

### 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.
- At least one person has an in-date Food Hygiene Certificate.
- Staff complete 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.
- 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. Items are not stored on the floor; floors are kept clear so they can be easily swept.
- Packed lunches are stored in a cool place, but we are unable to provide refrigeration of packed lunches due to the capacity of our fridge. We ask that all parents include a cooler pack inside the lunch box to help keep perishable food fresh. Any un-refrigerated food is served to children within 4 hours of preparation at home.
- Fruit and vegetables for snack are washed thoroughly before being prepared and served.
- Raw and cooked foods are prepared on different chopping boards and different utensils are used to prepare each.
- Perishable foods such as dairy produce, meat and fish are to be used the same/next day. Soft fruit and easily perishable vegetables are kept in the fridge at 1- 5 Celsius.
- Packaged frozen food should be used by the use by dates.
- Fridge and freezer thermometers should be in place.
- Staff's own food or drink should be kept in a separate area of the fridge, where possible.
- Where a microwave is used, food is cooked according to manufacturer's instructions. Food temperature is checked, to avoid 'hot spots'.
- Food preparation areas are cleaned before use as well as after use.
- There are separate facilities for hand-washing and for washing up. Staff wash their hands with antibacterial soap and rinse under running water before preparing food and after using the toilet.
- All surfaces are clean and non-porous.
- Staff suffering from colds/coughs or sneezing will not be involved in food preparation and are made aware of the personal hygiene requirement when around children eating food.
- All utensils, crockery etc are clean and stored appropriately
- Clean tea towels are used each day and are 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 or food preparation 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 the setting, the chair of the committee will contact the Environmental Health Department and the Health Protection Agency, to report the outbreak and will comply with any investigation.
- Any confirmed cases of food poisoning affecting two or more children looked after on the premises the setting will also be notified to Ofsted as soon as is reasonably practicable, and always within 14 days of the incident.

### *E.coli prevention*

Staff who are preparing and handling food, especially food that is not pre-prepared for consumption e.g. fruit and vegetables grown on the premises, must be aware of the potential spread of E.coli and must clean and store food in accordance with the E.coli 0157 guidance, available at:

[www.food.gov.uk/business-industry/guidancenotes/hygguid/ecoliguide#.U7FCVGIOWdl](http://www.food.gov.uk/business-industry/guidancenotes/hygguid/ecoliguide#.U7FCVGIOWdl)

### **Legal Framework**

- Regulation (EC) 852/2004 of the European Parliament and of the Council on the hygiene of foodstuffs

### **Further guidance**

- Eat Better, Start Better (Action for Children 207) [www.foundationyears.org.uk/eat-better-start-better/](http://www.foundationyears.org.uk/eat-better-start-better/)
- Example Menus for Early Years Settings in England (PHE 2017) [www.gov.uk/government/publications/example-menus-for-early-years-settings-in-england](http://www.gov.uk/government/publications/example-menus-for-early-years-settings-in-england)
- Safe Food Better Business [www.food.gov.uk/business-guidance/safer-food-better-business-sfbb](http://www.food.gov.uk/business-guidance/safer-food-better-business-sfbb)
- Allergen information for loose foods (Food Standards Agency 2017) [www.food.gov.uk/sites/default/files/media/document/loosefoodsleaflet.pdf](http://www.food.gov.uk/sites/default/files/media/document/loosefoodsleaflet.pdf)
- Campylobacter (Food Standards Agency) [www.food.gov.uk/news-updates/campaigns/campylobacter/fsw-2014](http://www.food.gov.uk/news-updates/campaigns/campylobacter/fsw-2014)

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Signed: .....

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Position: Chair