



TURNCROFT NURSERY SCHOOL

Food Hygiene Policy

(Including procedure for reporting food poisoning)

Policy statement

In our school we provide food for children for their morning and afternoon snack.

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

We are registered with the local authority Environmental Health Department.

Procedures

- All staff follow the guidelines of *Safer Food Better Business*.
- At least one staff member has an in-date Food Hygiene Certificate.
- One staff member **Marion Fort** has completed a *Safer Food Better Business* course and carries out daily checks on the kitchen to ensure standards are met consistently.
- 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 with an ice pack, unless parents inform us otherwise.
- 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.
 - staff have hair tied back if it is long and wear aprons
 - staff wear plastic gloves or take jewellery off such as rings when preparing food

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 manager will contact the Environmental Health Department and the Health Protection Agency, to report the outbreak and will comply with any investigation.
- Where a staff member has been sick/diarrhoea they are advised to refrain from returning to work for at least 24 to 48 hours.
- 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.

This policy was written: December 2012

Agreed by Governors: March 2013

Reviewed: September 2018

Next Review date: September 2021

Signed by (Chair of Governors)