



Health and safety

HS8 Food hygiene

(Including procedure for reporting food poisoning)

Policy statement

In our setting we provide and/or serve food for children on the following basis:

- Snacks.

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

- All staff with responsibility for food preparation understands the principles of Hazard Analysis and Critical Control Point (HACCP) as it applies to our setting. 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 involved in preparing food have received training in food hygiene.
- All staff have a good understanding of the effects certain allergens can have on children with an intolerance to them. (See our policy HH7 Food & Drink for more information)
- Majority of staff have 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.
- 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.
- Prepacked food is checked for allergens.

- Packed lunches are stored in a cool place; un-refrigerated food is served to children within 4 hours of preparation at home.
- Parents are requested not to bring in food that contains nuts.
- 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 in a food recycle bin.
- Cleaning materials and other dangerous materials are stored out of children's reach.
- Children do not have any 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 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.
- We must notify Ofsted of any food poisoning affecting two or more children looked after on the premises; within 14 days of the incident.
- 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.

Legal Framework

- Regulation (EC) 853/2004 of the European Parliament and of the Council on the hygiene of foodstuffs

Further guidance

- *Safer Food Better Business* (Food Standards Agency 2011)

Safe Food Better Business www.food.gov.uk/business-guidance/safer-food-better-business-sfbb

This policy was adopted at a meeting of

Held on

Date to be reviewed

Signed on behalf of the management
committee

Little Fishes Pre-School

20/9/11

Reviewed: Spring 2022

Next Review: Spring Term 2023

Maggie Mann – Chair

Tracy Parkins - Manager
