

Food Hygiene Policy V.2

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J:/StudentServices/DepartmentResources/StudentServicesPoliciesandProcedures
/EarlyYearsCente/EmploymentandStaffingPolicy June 2012 V.2

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Policy

Title: Food Hygiene

From: Early Years Centre

Date: 20th August 2010;

reviewed 8th August 2014

At the Early Years Centre we maintain the highest food hygiene standards, with regards to the preparation storage and serving of food.

We are registered as a food provider with the local authority environmental health department. This ensures we will be inspected at least once a year

- There is a named person who is responsible for the Health and Safety and Food hygiene issues throughout the Centre.
- At least one person will have an in-date Food hygiene Certificate
- Daily risk assessment checks are done in both kitchens for food preparation and serving of food maintaining high levels of cleanliness.
- All fridges are checked daily for temperature levels and cleanliness.
- Children are offered fresh fruit, milk and water with a main hot meal at lunch time.
- Fruit is supplied by the local supermarket.
- Milk is provided by a local dairy.
- All hot meals are provided by the University and are transported over to the Centre in large tinned dishes and carried in thermo containers to help keep the heat in.
- The chef at the University will complete a form with the details of temperature of the food. The temperature should always be above 75c and the form should be signed.
- Hands will be washed after using the toilet and before handling of food/meal times.
- All baby bottles and other such equipment will be sterilised.
- Aprons will be worn at all times when handling of food. However staff have the opinion as to whether they use gloves when handling food as long as they have thoroughly washed their hand, gloves are available.
- Gloves and aprons must be worn when changing nappies or/and when dealing with children who have toilet accidents.
- Children's faces will be cleaned after all meals and clean flannels are available.
- All eating surfaces and preparation areas will be cleaned with the appropriate cleaning cloths and cleaning fluid.
- The Centre is cleaned daily by the Southampton University staff when the centre is closed.
- No child is allowed to enter the main kitchen area, a secure door should be kept locked at all times.
- Packed teas (which are provided by the parent) are kept in a fridge.
- Waste food is disposed recycled and disposed of daily.