

## **Food hygiene – sample policy**

Food will be prepared in the kitchen area on the bench, except when cooking is a programme activity. The kitchen will be checked for cleanliness before each session.

These guidelines will apply when handling/preparing food

- Wash hands before handling food and wear gloves
- Cover cuts and abrasions with a water-proof dressing
- Staff who may be unwell will not be involved in food handling

All children will be reminded to wash their hands before eating.

All fruit and vegetables are washed before use.

Any food requiring heating will only be by members of staff and there will be care to ensure proper temperature and timing.

All utensils and surfaces will be washed thoroughly after use. Unused food is stored in clean sealed containers and refrigerated as required. Food will be regularly checked for spoilage and expiration date.

Tea towels and hand towels are replaced daily and regularly washed. Kitchen towels are separated from hand towels.

Food that has been prepared will be covered until it is served for eating. Meats and dairy produce that has been served will not be left available for children after meals.

Rubbish containers for waste food-stuffs will be emptied daily.

Cleaning equipment and chemicals are stored separately from food and food utensils.

Children are not permitted in the kitchen area.