



# Food Hygiene Policy

## All Saints' Church, Walsoken

Please refer to Document H&S\_Doc\_0001 for all General Health & Safety requirements

### Specific Policy

It is a legal requirement that those involved in preparing or handling food which is then supplied to others (for profit or not for profit or free) are competent in food hygiene to a level appropriate for the task. This includes church and its voluntary groups. This policy does not cover foods prepared in usual domestic arrangements in people's homes for consumption at home.

### Reference Documents

The Food Safety and Hygiene (England) Regulations 2013

### Procedure

The church is often involved in providing food to people and it is the Church's responsibility to make sure that the food provided is safe. There are three basic methods by which these are achieved.

- 1) Church kitchen and food areas will be clean and pest-free.
- 2) Food handlers will be competent in food hygiene.
- 3) The types of food provided will be limited.

The types of food that the church could provide, prepared by volunteers, is controlled by

- 1) No raw meat, raw eggs or unwashed vegetables are to be brought into the Church kitchen for storage or cooking.
- 2) Low risk cold foodstuffs (such as cakes, fruit, & biscuits) can be openly displayed for consumption.
- 3) Higher risk cold foodstuffs (such as dairy products, pate, cooked meats & cold meats, mayonnaise etc.) will be kept refrigerated before for consumption but consumed within 2 hours left at room temperature.
- 4) Higher risk foodstuff must not be provided after its best before date.
- 5) Hot dry food (such as toast & tea cakes etc) can be provided when they are prepared on demand & all the food constituents are awaiting preparation according to the previous rules.
- 6) Hot wet food will be restricted to those foods where the liquid can be seen to be boiling before consumption. All cooked food will be served ' piping hot ' - all through.
- 7) Hot drinks (such as tea & coffee) will be served using freshly boiled water.
- 8) Cold drinks (such as squash and water) will be served using freshly run cold tap water. Milk is classed as a dairy foodstuff.
- 9) Self-sterile cold drinks (such as fizzy drinks – Coke, Pepsi & Fanta etc. - and alcohol-based drinks can be consumed freely). A separate consent license may be required for some sale of alcohol activities.

It is not possible to cover all food types – The rules above will be used to determine acceptability.

All food handlers have a legal and moral responsibility to have high standards of personal hygiene. Simple hygiene mistakes such as not washing hands after touching raw foods or going to the toilet could cause an outbreak of food poisoning. New volunteers should be made aware of the importance of personal hygiene before handling food.

Food Hygiene posters must be displayed in food preparation areas. Food allergy information must be displayed.

Outside caterers can be used to provide food but their professional food hygiene credentials must be checked

### Forms (If any)

None

# Food Hygiene Policy

## All Saints' Church – Walsoken

### Diagrams (If any)

Diagram 1: Typical Food Hygiene Poster



# Food Hygiene Policy

## All Saints' Church – Walsoken

### Appendices (If any)

#### Appendix 1: Additional information concerning food hygiene

**There are three main hazards found in food.**

- 1) Bacteria.
- 2) Foreign bodies.
- 3) Chemical.

Bacteria (the most common and serious hazard).

Some bacteria can cause food poisoning. Food poisoning can be a very serious illness with severe vomiting, stomach cramps and diarrhoea. It can kill young and elderly people. Bacteria can cause food poisoning by.

- 1) Surviving cooking, if foods aren't cooked thoroughly.
- 2) Multiplying in food if it is stored at the wrong temperature.
- 3) Spreading from raw foods to 'ready to eat foods' directly or indirectly.

You can beat bacteria by.

- 1) Cooking foods thoroughly.
- 2) Storing food at the correct temperature.
- 3) Preventing contamination of ready to eat foods by careful food storage and handling,
- 4) Cleaning and personal hygiene

Foreign Bodies Such as drawing pins, paper clips, plasters, hairs, etc. can sometimes get into food. Prevent this happening by.

- 1) Thoroughly cleaning all areas before and after use.
- 2) Keep unnecessary items out of the food preparation area.
- 3) Proper maintenance of kitchen and utensils.

Chemicals e.g. cleaning chemicals. These can contaminate food. This can cause immediate illness when the person eats the food. Longer term exposure to harmful chemicals can also cause health problems. Store all cleaning chemicals/pesticides/toiletries well away from food.

#### **Personal Hygiene Rules.**

- 1) Wash and dry your hands often and always after:
  - a. Going to the toilet.
  - b. Handling raw food.
  - c. Handling rubbish.
  - d. Cleaning.
  - e. Touching your face, especially your nose, mouth and ears.
  - f. After eating, smoking, coughing, sneezing etc.
- 2) Do not eat, chew gum or taste food with unwashed spoons or blow into glasses to polish them.
- 3) Wear appropriate clean protective clothing when handling food.
- 4) Keep nails short and clean.
- 5) Do not wear jewellery or watches apart from plain wedding bands and/or sleeper earrings.
- 6) Keep cuts and grazes covered with blue waterproof plasters and avoid touching spots.
- 7) Do not cough or sneeze over food.
- 8) Do not wear strong smelling perfume or aftershave.

If you are suffering from diarrhoea and/or vomiting, or if you have any infected skin wounds you must not handle food. If your symptoms last for more than 24 hours you should visit your GP.

# Food Hygiene Policy

## All Saints' Church – Walsoken

### **Cleaning & cleaning materials**

Cleaning is important for several reasons:

- 1) To prevent food poisoning - proper cleaning and disinfection will reduce harmful bacteria to a safe level on equipment and surfaces. This will help to reduce the risk of cross-contamination.
- 2) To remove foreign objects that may contaminate food.
- 3) All equipment and areas in the kitchen must be kept clean. Food contact surfaces, e.g. chopping boards, work surfaces, crockery, food storage containers, pots and cutlery also require to be regularly cleaned.
- 4) To efficiently disinfect food contact surfaces or items in a sink, you need to use a 'bactericidal detergent' or 'sanitiser'. Antibacterial products are not effective enough to be used - look instead for the term 'bactericide.'
- 5) You should also clean and disinfect sinks, washbasins, taps, door/fridge handles, light switches and other items which are touched regularly.
- 6) Always read the instructions carefully and store cleaning chemicals well away from foodstuffs. Bins and waste storage areas should also be kept clean.
- 7) Ideally disposable cloths or paper towels should be used. However, if you use non-disposable cloths, you must ensure that they are not a cross-contamination risk.