

## FOOD HYGIENE PROCEDURE

- Food handlers will wash hands before, during and after preparation.
- All staff are to have their hair tied back.
- Bench surfaces cleaned with sanitiser and paper towel.
- Dirty utensils and dishes are washed up in water and rinsed in water that is above 80 degrees C or washed in the dishwasher on a suitable cycle.
- Dishes etc. are stored on racks to air dry and then put away.
- Cupboard doors and handles are cleaned daily. Floor is swept and disinfectant-washed daily. Fridge door handle and other handles are wiped with sanitiser and paper towel daily. Kitchen stove top is taken apart and cleaned daily. The oven is self-cleaning. The refrigerator interior and exterior is cleaned weekly.
- Children must wash and dry their hands using soap before each eating experience. Children use individual bowls/plates for each serve of food. Pre-School children use tongs or appropriate serving utensils to serve themselves.
- At no time is food touched by fingers as it is being served / offered.
- Allergies or reactions to food are known, and a photograph of the child, with notes on reactions is clearly displayed on the kitchen wall, so that all staff are aware if there is a special dietary need.
- Water given to children aged under 6 months is boiled and cooled to ensure safety.