

St Michael and All Angels

H&S Policy and Procedure

Preparation of Food

POLICY

The purpose of this procedure is to ensure that no members of the congregation or visitors at events served food at St Michael and All Angels become ill. The PCC has a responsibility of ensuring that high hygiene standards are maintained at all times and that food served is suitable for eating.

INFORMATION

Catering in churches can range from a one off event through to the regular provision of meals on a daily basis. Premises which are used occasionally for food preparation such must follow the guidelines for temporary premises. (General Food Care Regulations 1995)

Poor or inadequate food temperature control and cross contamination are the main causes of food poisoning outbreaks in the UK.

It is therefore important that basic rules of hygiene are followed.

The Chartered Institute of Environmental Health publish a guide to good Hygiene Practice which gives advice on how to comply with The Food Safety (General Food Hygiene) Regulations 1995.

PROCEDURE

1. Those using the Served shall ensure that the appropriate assessment of risks is carried out for the foods to be prepared and stored including storage at the correct temperatures
2. Before any preparation commences, all surfaces coming into contact with food shall be washed down and disinfected
3. Food stuffs may only be prepared in the Served located in the North Aisle.
4. The prevention of cross contamination shall be of the highest importance to reduce the risk of food poisoning. Separate raw and cooked food shall be separated at all stages of preparation, storage and handling.
5. Raw meats shall be stored below cooked meats in refrigerators.
6. Food shall be stored in suitable covered containers.
7. Perishable food shall be kept either refrigerated or piping hot.
8. Reheated food shall be done so until it is piping hot.
9. Correct cleaning and disinfecting materials shall be used at all times.
10. Those preparing and serving food shall be clean and wearing clean clothing.
11. Hands shall be washed thoroughly before handling food, after using the toilet, handling raw foods or waste, before starting work, after every break and after blowing your nose!
12. All cuts and sores shall be covered with a waterproof high visibility dressing.
13. Unnecessary handling of food shall be avoided.
14. It is strictly forbidden to smoke, eat or drink in a food room, and never cough or sneeze over food.

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15. Food shall not be prepared to far in advance of the service or an event.
16. Cleaning as you go shall be undertaken ensuring all equipment and surfaces are clean.
17. Outside Catering Companies shall be:
 - Adequately trained.
 - Have a food safety system in place.
 - Have employers and public liability insurance.
18. All hirers who wish to provide foodstuffs shall be advised of the facilities and relevant H&S procedure requirements.