



**For better
mental health**

FOOD HYGIENE POLICY

The aim of the association is to ensure that all workers are aware of the Food Safety Act and basic Food and Hygiene regulations

1. A copy of the regulations will be kept in the kitchen areas – a basic food hygiene poster will be displayed in the kitchen outlining the following points:

Washing hands before food preparation.

Preparing surfaces prior to food preparation.

Using clean utensils/equipment.

2. All staff/volunteers involved in food handling will be given the opportunity to follow an appropriate course of training.
3. Tongs should be used to serve cakes and sandwiches.
4. All utensils and crockery should be thoroughly washed with hot water and the recommended detergent and then carefully rinsed in clean water before leaving to dry.
5. If tea towels are used these should be clean – tea towels should be washed each day. Where possible, kitchen paper should be used in the place of tea towels.
6. Food left over at the end of the day should be thrown out if nobody wants it at the time – sandwiches should not be kept. **Please note the Food Safety Act.**
7. Food kept in the fridge/freezer should be carefully covered and re-covered at all times. It should be labelled with the date if appropriate.
8. A daily record of fridge and freezer temperatures should be noted.
9. There should be a supply of disposable gloves and aprons in the kitchen areas.
10. Chopping boards should be colour coded for Meat/Fish/Bread etc. and kept separate from each other. When washed, they must be scrubbed and rinsed separately.