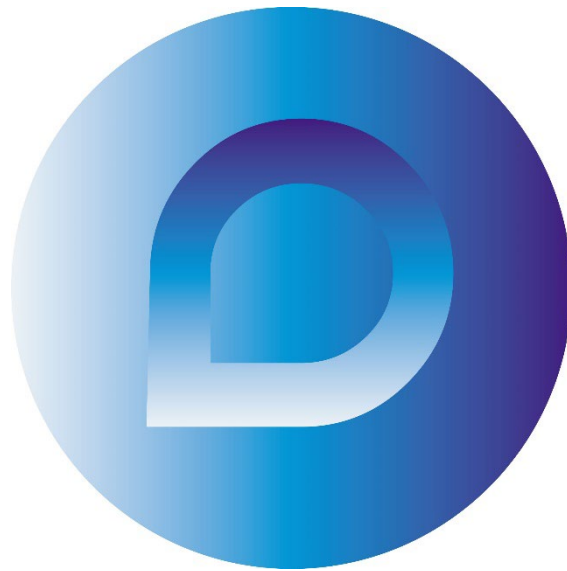


Food Hygiene Policy



Reviewed: January 2022

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Food Hygiene Policy

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Food Safety Act 1990 and the Food Hygiene (England) Regulations 2006

1.0 Introduction

There is a duty of care required by the By Design Group Ltd and associated companies that are involved with the handling, preparing, storage and serving food to undertake all that is reasonably practical to make sure service users and volunteers health is not put at harm by the way that food and drink is stored and prepared.

While food safety affects everyone the BY Design Group Ltd and associated companies have taken the consideration that in connection to our direct activities we will endeavour to ensure compliance of the food and safety act 1990.

2.0 Policy Context

The By Design Group Ltd and associated companies (BDG for future reference in this document) adopt and adhere to the following policy. As much of BDG work centres around education an understanding of the holistic approach of our education activities include all elements of health and safety including food hygiene.

This food hygiene policy refers to all BDG company activities.

The BDG will review its food hygiene policy on a biannual basis and check that it and its staff and associates, where appropriate, are adhering to the policy and will undertake to act wherever possible to meet best food hygiene practices'.

3.0 Policy Aim

BDG believes that, where activities provided to all service users, volunteers and staff includes help with the purchasing, cooking, storing, preparing or serving food, the organisation has a duty to ensure that all service users are protected from food-related illness, by the adoption of high standards of food hygiene and preparation.

BDG fully complies with the requirement that service users and volunteers should have food and drink that is handled, stored, prepared and delivered in a way that meets the requirements of the Food Safety Act 1990.

4.0 Food Hygiene Policy Procedures

- a) By Design Group Ltd believes that the effective management of food safety relies heavily on having effective operational policies for the safe preparation, storage and handling of food. Therefore, this organisation operates the following procedures:
- b) All food should be prepared, cooked, stored and presented in accordance with the high standards required by the Food Safety Act 1990 and the Food Hygiene (England) Regulations 2006.
- c) In all cases where food is to be prepared in a non-commercial kitchen setting including short-term residential accommodation a preliminary risk assessment of the available food preparation and storage facilities should be carried out. Where kitchen and food storage area improvements or changes are required these should be discussed with accommodation and facility providers prior to food preparation taking place. Where conditions are assessed as unacceptable then alternative methods of food provision should be sought.
- d) BDG staff should keep all food preparation areas, storage areas and serving areas clean while they are using them. All tools and equipment such as knives, utensils and chopping boards must also be cleaned regularly during the cooking process.

- e) Adequate sanitary and hand-washing facilities should be available within the kitchen. All care staff MUST wash their hands before and after handling foodstuffs. All foodstuffs should also be washed before use.
- f) Everyone in a food handling area must maintain a high level of personal cleanliness and food handlers must wear suitable clean and, where appropriate, protective clothing.
- g) Staff preparing food should take all reasonable, practical steps to avoid the risk of contamination of food or ingredients.
- h) Food storage areas should protect food against external sources of contamination such as pests.
- i) Service users and volunteers must receive adequate supervision, guidance and support in food hygiene during all residential activities.
- j) When BDG staff are serving food, appropriate hygiene standards should be scrupulously observed by all staff.
- k) Suspected outbreaks of food related illness should be reported immediately to medical professionals. In the case of NCS activities the NCS crisis and incident reporting guide will be followed.
- l) Any member of BDG staff who becomes ill whilst handling food should stop work at once and report to their line manager/supervisor.

5.0 In Addition By Design Group Ltd and associated companies' staff should:

- a) Always wash their hands after visiting the toilet
- b) Ensure that all food stored in the refrigerator is covered and adequately chilled
- c) Ensure the thorough cooking and re-heating of all meat, especially poultry
- d) Ensure that deep frozen food is thawed before cooking (especially important when using a microwave oven)
- e) Be aware of the risk of Salmonella infection associated with foods containing uncooked eggs such as mayonnaise and certain puddings
- f) Wash hands after handling raw meat or eggs, particularly before handling other foods
- g) Never re-use utensils with which raw eggs or meat have been prepared without first washing them with hot water and detergent
- h) Never allow juices from raw meat to come into contact with other foods (cooked food and uncooked food should not be stored together)
- i) Avoid serving raw eggs (or uncooked foods made from them) to vulnerable people such as the disabled, elderly and the sick (all eggs should be cooked until they are hard — both yoke and white).

6.0 Training

All BDG staff intended to be involved with the provision of food all the support and supervision of service users and volunteers who will be purchasing, cooking, storing, preparing or serving food will undertake food hygiene and infection control training in accordance to Staff Training and Development policy LBD46A.