



Food Preparation Procedures

- Staff can only prepare food if they have a current food hygiene certificate
 - Staff must wear an apron when preparing food
 - Staff must wash hands following the handwashing guidelines.
- At the start of each day food supplies should be checked that they are in date and not contaminated. Any suspect or out of date food to be disposed of in the waste bin.
- Fridge temperate to be checked and logged daily on opening, anything above 5 degrees to be reported to Juliet
- Products that must be used with a set time of opening must be clearly marked with the use by date
- DO NOT prepare food if you have suffered from sickness or diarrhoea in the last 48 hours
 - Clean the worktop with antibacterial cleaner.
- Before preparing snack check the allergy poster to identify if any children in attendance are affected.
 - Wash fruit and vegetables thoroughly under running water
- Use the correct chopping board (red for meat, green for fruit and vegetables, blue for fish and dairy, white for bread/cakes)
 - Prepare food for children with allergies first to avoid contamination
- When serving snack use the dedicated table covers and wipe with antibacterial cleaner
 - Dairy free milk to be served in YELLOW cups
 - Other drinks to be served in ORANGE cups
 - Free from food to be placed directly on child's plates
- All other snack foods to be self serve from plates in middle of the table.
 - Staff support children to use tongs, spoons etc to self serve.
- If re heating lunches for children this must be to 75 degrees Celsius and checked with food probe.
- Washing up must be done straight after snack time and all crockery and cutlery put away.
 - Floor is to be swept after snack and meal times.
 - Kitchen is to be left clean and tidy at end of the day.

