

Food Safety policy

Knutz Out of School Club is committed to ensuring we always follow safe and healthy practises around the storage, preparation and service of food. Staff involved in food handling and preparation must meet high standards of personal hygiene. Any member of staff showing signs of infection or ill health will not be permitted to handle food.

Knutz Out of School Club follows the guidelines set out in 'Safer Food, Better Business' (FSA) and is registered as a food business with our local authority. We are subject to inspection by Watford Council Environmental Health to ensure that health and hygiene standards are being met.

All staff involved in food handling have received food handling and hygiene training. When preparing food, staff follow the requirements of current food hygiene legislation, including:

- Always washing hands with anti-bacterial soap and hot water before and after handling food and using the toilet
- Using clean, disposable or washable cloths
- Using the correct colour coded chopping boards (e.g. white-bread/dairy, green-salad/fruit)
- Not being involved in food preparation if they are unwell
- Making sure all fruit and vegetables are washed before being served
- Removing jewellery, especially rings, watches and bracelets, before preparing food
- Covering spots or sores on the hands and arms with a waterproof dressing
- Keeping fingernails short, clean, and free from varnish. (Or gloves may be worn during food preparation and service.)

Food storage

All foods are stored according to safe food handling practices and at a correct temperature, to prevent the growth of food poisoning organisms and to ensure food quality is maintained.

Fridge temperatures are checked and recorded as part of our daily environment checks. If it is noted that there are temperature fluctuations that are not explained by simple user error, a new fridge will be purchased.

Cleaning

- The fridge is cleaned thoroughly, with warm, soapy water, on a weekly basis.
- Food is checked for freshness – anything past the use by date will be disposed of.
- Freezers are defrosted and cleaned each half term.
- All food preparation surfaces are wiped clean after use with anti-bacterial cleaner and clean cloths.
- All chopping boards are cleaned after use with warm soapy water, anti-bacterial cleaner and then thoroughly rinsed or washed in the dishwasher.
- Appropriate controls are implemented to reduce the risk of cross contamination.

Policy adopted by	Knutz Out of School Club
Date adopted	01 Jan 2025
Due for review	January 2026

Signed: _____
Owner/Manager

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2024)*:
Safeguarding and welfare requirements: Food and drink [3.55] and Food and drink facilities [3.56].