



FOOD & HYGIENE POLICY

BEING Outdoors CIC maintains high food hygiene standards in relation to the purchase, storage, preparation and serving of food. All procedures are adopted with the aims to prevent the growth of bacteria and food contamination.

All food / hand washing hygiene materials are kept separate to other cleaning products to avoid cross-contamination.

All food based experiences follow the cooking risk assessment procedures. All staff cooking food hold a Level 2 Food Hygiene Certificate and all food preparation by children, young people and adults will be under the guidance of staff. All food allergies recorded on the permissions forms will be taken into consideration when preparing food for sessions.

Hand hygiene— When food items are to be consumed during a session, running water with anti-bacterial soap (or antibacterial handwash) is provided for hand washing and paper towels / hand towels for drying. Children and adults will be required to wash their hands immediately prior to preparing and/or eating food. Blue food preparation gloves are also available.

Food purchase— Food is purchased and used within the 'Best Before Date' and stored prior to use in a refrigerator where necessary or drawer to prevent dust accumulation. It is checked prior to use for contamination (pests, mould etc).

Food storage during sessions—all products requiring refrigeration are stored in a cool-bag during transportation and storage on site during the sessions. These products must be consumed after removal from the cool-bag within 2 hours.

Food Preparation

- Hand washing following the hand hygiene procedure prior to the preparation and cooking of food. Any cuts are covered with a waterproof plaster.
- All food preparation surfaces are wiped with an antibacterial cleaner before use and covered with a wipeable table cloth when necessary. Surfaces can also be disinfected by rinsing with hot water above 82°C (just boiled) and left to air dry.
- All utensils, crockery etc are checked to ensure they are clean before use. (can disinfect by rinsing with just boiled water)
- Raw and cooked food is handled separately with different utensils / chopping board / bowls.
- All food /drink is covered either in Tupperware / lid or with a clean tea towel to avoid insects.

Raw food

If preparing raw food, ready to eat food will be prepared first, our surface cleared, then the raw food will be prepared on our separate chopping board / utensils (labelled).

Afterwards, our work surface will be cleared, raw food waste disposed of in our food waste bin, raw utensils / chopping board placed in the washing up bucket away from the table and our surface cleaned with antibacterial cleaner, so that the work surface is ready for serving food with separate serving utensils.



Precooked food—chilling procedure

Chill cooked food to below 10°C within 2 hours and store in sealed Tupperware in a refrigerator until the session.

Food cooking

Only level 2 Food Hygiene certificate staff will cook food or supervise children involved in the cooking process.

Heated food

heat until steaming and simmer for 5 minutes.

Reheating overcooked/ processed foods (that have been in danger zone 5-63°C)

- do not reheat after 2 hrs
- reheat above 75°C (simmer) for 5 minutes.
- only reheat once

Allergens (presence of specified allergies in foods)

An allergen summary chart is displayed for our carers / young people to see at our woodland basecamp area when preparing meals at our holiday clubs.

For small group sessions, food packaging is used to show / share with our young people / school staff / carers if any specified allergens are contained in the foods we use.

Monitoring food hygiene

All food handlers and staff follow our laminated check list summary of our Food Hygiene and Cooking Policy when preparing, maintaining and closing our food preparation and cooking table at Shield Tree Wood.

Food handlers adapt this check list for individual school programmes when using small tables for food preparation and cooking.

Waste food

Waste food will be disposed of promptly following our waste disposal procedure. We have a sealed waste raw and cooked food caddy next to the washing up bucket and children are encouraged to dispose of all waste food following snacks / meal times.

Staff / volunteer sickness

Food handlers are excluded from handling open food after having diarrhoea or vomiting for 48 hours after symptoms stop.