



FOOD & NUTRITION

for Childcare settings

Section 6

Food hygiene and safety

Section 6

Food hygiene and safety

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This section provides an overview of the food hygiene and safety practices that are covered by regulation¹ and refers you to the appropriate

guidance. It also looks at the use of food in play activities and cooking with children.

Importance of food hygiene and safety

Food poisoning can be a serious illness for infants and young children. It is essential to store, handle, prepare and present food in a safe, hygienic environment to help prevent harmful bacteria spreading and growing and to avoid food poisoning.

Food poisoning occurs when the food consumed contains harmful bacteria, viruses or other microbes, collectively known as germs.

Germs are very hard to detect since they do not usually affect the taste, appearance or smell of food. The most serious types of food poisoning are due to bacteria. The more bacteria present,

the more likely you are to become ill. Bacteria multiply very quickly and to do so need moisture, food, warmth and time. Most food poisoning is preventable.

There is a legal requirement for all settings that prepare and/or serve any food and drink on the premises to be registered as a food business with their local Environmental Health Department.

Preparation and storage of milks – infant formula and breast milk are covered in Section 2.

Food safety management and food hygiene practice for the childcare setting as a catering business

The Food Standards Agency, 'Safer Food, Better Business' (SFBB) information packs help small businesses with food safety management

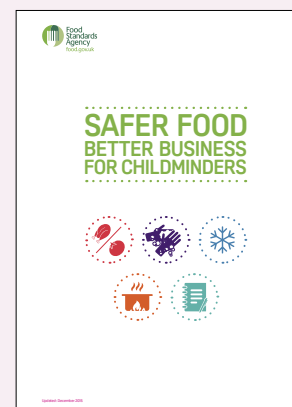
procedures and food hygiene regulations and enable you to evidence your food safety and hygiene practices.

Safer Food Better Business information packs

www.food.gov.uk/business-industry/caterers/sfbb/sfbbcaterers

www.food.gov.uk/business-industry/caterers/sfbb/sfbbchildminders

These packs are interchangeable and you will need to look at both in order to use the sections most relevant to your type of business and food provision.



Some example scenarios

- | | | | |
|----------|---|---|--|
| 1 | Childminder | Food brought in by parents that is further prepared or reheated. Food brought in by parents, self contained packed lunch or tea and/or snacks. | Refer to SFBB for childminders. Follow good food storage principles for packed lunches and keep in fridge. |
| 2 | Childminder | Prepares and cooks meals for small groups. | Refer to SFBB for childminders for all aspects. |
| 3 | Full day care nursery catering for around 30 infants, children 0-4 years | Prepares and cooks meals and snacks for about 25 children and makes up infant formula for bottles. | Refer to SFBB for caterers for all aspects of food provision and catering practices.
Refer to SFBB for child-minders for specific advice for babies and children on preparation and storage of infant formula and breast milk and specific food to avoid. |
| 4 | Sessional out of school care providing snacks and drinks | Prepares some snacks on the premises and others are bought in. Prepares fruit (e.g. washing, cutting) and drinks. Children bring a packed lunch/tea or own snack. | Refer to SFBB for caterers for all aspects of food provision and catering practices.
Refer to SFBB in relation to safe preparation of fruit.
Follow good food storage principles for packed lunches and keep in fridge. |

The information in the SFBB packs are based on the 4 C's of food hygiene and safety management:

- Cross contamination
- Cleaning
- Chilling
- Cooking

Food safety and hygiene regulations say that you must be able to show what you do to make sure the food you provide for children and infants is safe to eat. You must also have this written down. The packs contain all the information you need to collect for reporting purposes and information on training for your staff.

The 4 C's of food hygiene and safety management

Cross Contamination

Is one of the most common causes of food poisoning. It happens when harmful bacteria are spread onto food from other food, worktops, hands or utensils. Good cleaning and handling practices help stop bacteria from spreading in relation to storage and preparation of food and can also help manage the risk of cross contamination from allergens. Good personal hygiene is part of this and is essential for staff handling and serving food and helping children to eat.

It is also important that children are taught basic hygiene themselves – for example, washing their hands with soap and water before eating meals or snacks and after going to the toilet or handling animals and not eating food that has fallen on the floor.

Refer to the SFBB pack for recommended method of handwashing:

www.food.gov.uk/sites/default/files/media/document/sfbb-retailers-hand-washing%20%281%29.pdf

If food is brought in from home you have a responsibility to ensure it is stored safely, refer to Safer Food Better Business for safe food storage.

In your setting children may be required to bring their own meals or snacks to eat, or families may want to supply their own meals and snacks.

Always ensure that the food is labelled with the child's details and safely stored until it is needed and/or reheated safely. Refer to the Food Standard Agency's Safer Food, Better Business pack online for more advice.

Include guidance on food brought in from home in your food policy, so that children can be encouraged and supported to follow the same food and health guidance and that the food brought in is safe for all children who come into

Chilling

Chilling of food can help reduce the risk of food poisoning. At temperatures below 5°C, most bacteria remains dormant but can start to multiply again if warm conditions return. Care needs to be taken with frozen foods, especially when defrosting.

Cleaning

Effective cleaning and disposal of waste is essential to get rid of harmful bacteria and allergens, to stop them spreading to food.

Cooking

It is essential to cook food properly to kill any harmful bacteria. If it is not cooked or re heated properly it might not be safe for children or infants to eat. Some foods need extra care, such as expressed breast milk and infant formula. Bacteria multiply best between 5 and 63°C but are killed at temperatures of 75°C.

contact with it e.g. children with food allergies. See Section 7 resources for more information on packed lunches.

The food and drink policy can be given to parents to help them choose and prepare food which is brought in from home.

Food Hygiene training – All food handlers must receive food hygiene training in line with what they are doing in the kitchen. Most food businesses train their food handlers to the Level 2 Food Safety in catering standard. If you do not, then during an inspection the local authority officers may ask you questions on food hygiene, food safety and allergens to ensure that your knowledge is up to date.

For specific allergens training see: <http://allergytraining.food.gov.uk/english/>

Allergens

All businesses are required to provide information about the ingredients used in any food they provide, where any of the named allergens may be included in a dish, or in use as an ingredient, or in use within the establishment.

The example below provides safe method for managing food allergies from the SFBB pack


For further information see:

www.food.gov.uk/sites/default/files/media/document/sfbb-childminders-food-allergies.pdf

Also refer to Section 4 – special diets.




SAFE METHOD:

FOOD ALLERGIES



It is important to know what to do if you look after a child who has a food allergy, because these allergies can be life-threatening

SAFETY POINT	WHY?
Always check if children have any food allergies and keep a written record of these.	It is a good idea to be able to refer to this record when preparing and serving food.
Make sure you check all the ingredients of any meals and snacks you give to a child with a food allergy. For example, if you make a cheese sandwich, check the ingredients of the bread, cheese, spread and anything else you put in the sandwich. Never guess.	If someone has a severe allergy, they can react to even a tiny amount of the food they are sensitive to. You can find out more about allergies at food.gov.uk/business-industry/allergy-guide
Keep a record of the ingredient information of any ready-made food and drink you use in the children's food. Separating and labelling ingredients is very important to help you to easily identify what is in the meal.	This is so you can check what is in the food.
If you are cooking, remember to check the ingredients of any oil, sauce, dressing or other packaged foods, including tins and jars. If you are not sure, do not give the food to the child.	Any of these could contain an ingredient the child is allergic to.
When you are preparing food for a child with a food allergy, clean worktops and equipment thoroughly before you start. Make sure you also wash your hands thoroughly first.	This is to prevent small amounts of the food that a child is allergic to getting into the food by accident.
If a parent / guardian of a child with an allergy provides food, make sure it is clearly labelled with the child's name.	This makes sure that the child receives the right food and avoids it being given to another child who may have a different food allergy.

HOW DO YOU DO THIS?

How do you check if food does not contain a particular allergen / ingredient?

How do you prepare food for a child with a food allergy?



THINK TWICE!

Which ingredients can cause a problem?

If asked, you must provide information about the allergens (if they are used as ingredients in the food and drink you provide) to the parents / carers of the children in your care. You can find further information here: food.gov.uk/business-industry/caterers/startingup/childminders

These are some of the foods children may be allergic to and where they may be found:

Nuts (Namely almonds, hazelnuts, walnuts, pecan nuts, Brazil nuts, pistachio, cashew, Macadamia or Queensland nut).	In sauces, desserts, crackers, bread, ice cream, marzipan, ground almonds, nut oils.
Peanuts	In sauces, cakes, desserts. Don't forget groundnut oil and peanut flour.
Eggs	In cakes, mousses, sauces, pasta, quiche, some meat products. Don't forget foods containing mayonnaise or brushed with egg.
Milk	In yoghurt, cream, cheese, butter, milk powders. Also check for foods glazed with milk.
Fish	In some salad dressings, pizzas, relishes, fish sauce. You might also find fish in some soy and Worcestershire sauces.
Crustaceans	Such as prawns, lobster, scampi, crab, shrimp paste.
Molluscs	These include mussels, whelks, squid, land snails, oyster sauce.
Cereals containing gluten (namely wheat (such as spelt and Khorasan wheat), barley, rye and oats)	Also check foods containing flour, such as bread, pasta, cakes, pastry, meat products, sauces, soups, batter, stock cubes, breadcrumbs, foods dusted with flour.
Celery	This includes celery stalks, leaves and seeds and celeriac. Also look out for celery in salads, soups, celery salt, some meat products.
Lupin	Lupin seeds and flour in some types of bread and pastries.
Mustard	Including liquid mustard, mustard powder and mustard seeds, in salad dressings, marinades, soups, sauces, curries, meat products.
Sesame seeds	In bread, breadsticks, tahini, houmous, sesame oil.
Soya	As tofu or beancurd, soya flour and textured soya protein, in some ice cream, sauces, desserts, meat products, vegetarian products.
Sulphur dioxide (when added and above 10mg / kg in the finished food and drink)	In meat products, fruit juice drinks, dried fruit and vegetables, wine, beer.

WHAT TO DO IF THINGS GO WRONG

If you think a child is having a severe allergic reaction:

- Do not move them
- If the child has a prescribed adrenaline auto-injector e.g. Epi pen and you have been trained to use it, administer it according to the child's care plan.
- Ring 999 and ask for an ambulance with a paramedic straight away
- Explain that the child could have anaphylaxis (pronounced 'anna-fill-axis')
- Send a responsible person outside to wait for the ambulance
- Contact the parent / guardian of the child after you have called an ambulance.

HOW TO STOP THIS HAPPENING AGAIN

- Make sure that you and anyone who helps with food preparation, understands how important it is to check all the ingredients of a food and knows about the symptoms and treatment of an allergic reaction. You can find out more about this at nhs.uk/conditions/pregnancy-and-baby/pages/food-allergies-in-children.aspx#close
- Review the way food is prepared for a child with a food allergy – are you cleaning effectively first and using clean equipment?

Safe method completed: Date:

Signature:

Food safety management and food hygiene practice for the childcare setting as an education provider

Food hygiene regulations do not cover food that is used in educational activities or play, but it is essential to follow the same safe practices, to prevent harm and keep children safe and ensure compliance with Health and Safety at Work etc. Act 1974. This will form part of the health and safety inspection by the Local Authority.

It is important that children are taught basic hygiene themselves:

- washing their hands with soap and water before eating meals or snacks
- washing hands after going to the toilet or handling animals
- not eating food that has fallen on the floor
- wiping up spills immediately.

Involving children in food preparation and activities

When children are involved in activities with food, let them see that the basic rules of hygiene – clean aprons, sleeves rolled up, clean worktops, thorough hand washing and clearing up afterwards, are all part of the routine. Let them see that you obey the rules too.



Food in play

Food can be used as a way of children learning through direct experiences.

It is important to separate activities that involve cooking or preparing food with children so that they are clear on food to play with and food to eat, so that children are not exposed to food risks.

Have separate areas e.g. home corner for play and kitchen area for cooking, snack preparation and eating.

Growing food and eating it

Young children and children with additional learning needs are particularly vulnerable to infection which can spread easily through cross contamination. Any food growing activity and further preparation of food will need to have an individual risk assessment on site.

'E coli O157 – Guidance on Cross contamination as well should be adhered to.

Particular care needs to be taken with root vegetables and best practice would be for children to grow and pick the vegetables, and staff wash (following proper guidance), peel and top and tail, and give the 'clean' product back to the children to eat or undertake further preparation e.g. cutting or chopping.

www.food.gov.uk/sites/default/files/media/document/ecoli-cross-contamination-guidance.pdf





Cooking with children

Cooking with children is an enjoyable activity and an effective way of encouraging all children to try and eat a wide range of foods including those that you provide for them at meals and snacks.

Many easy, tasty dishes can be prepared with limited equipment and ingredients and you don't need to be a chef. If you or your staff have limited experience of cooking with children, it is recommended to work with a small group, of two or three depending on age and ability, initially and choose a simple activity such as chopping soft fruit.

Training for using food in play and cooking:

It is best practice for you and your staff to undertake as a minimum, a Level 2 food safety and hygiene certificate. All education providers need to determine the level of training required for their staff and carers.

- Plan carefully and make sure you have everything you need before you start.
- Show them how to do it, be patient and enjoy watching their skills and confidence improve every time you cook.
- It is good practice to cook a range of different foods and use healthy foods that follow the food and nutrition standards and guidance.
- Recipes which involve mixing, combining and assembling activities such as dips,

scones, muffins, layered fruit and yoghurt pots work well with young children.

- Choose soft fruit and vegetables (such as bananas, strawberries, melon, cucumber, mushrooms) and other ingredients. Cut them into sizes which are easy for small hands to hold.
- Food should be assessed as high risk or low risk and only low risk foods used in cooking, e.g. some dips may be high risk.
- Make sure children all have a job to do but are doing it separately e.g. not sharing the preparation of the same food item.
- Use correct and safe peeling and chopping techniques and supervise their use.

See appendix 2 – information on hygiene and safety for food preparation and cooking activities with children.

For more information on learning about safe techniques with young children see section 7 training and support.

Trips and outings

Insulated cool boxes, or a cool box with cool packs, should be used for carrying food when taking children on trips or outings.

PHW guidance on infection control:

www.wales.nhs.uk/sitesplus/documents/888/Infection%20Prevention%20and%20Control%20for%20Childcare%20Settings%20Final%202014%20%282%29.output.pdf



From December 2014, childcare providers are required to comply with the EU Food Information for Consumers Regulation which is enforced in the UK by the Food Information Regulations 2014. The EU law lists 14 allergens that need to be identified if they are present in food or used as ingredients in a dish. This new regulation introduces a requirement for all food businesses, including childcare providers, to give information about the deliberately allergenic ingredients used in any food that they provide.

Food allergens pose a significant risk to people who have allergies, which may be life threatening. Children are particularly vulnerable because they often have food choices made for them. Allergen information should be easily accessible and readily available to parents, who leave or may leave children in your care, and any children in your care who can make their own informed food choices.

As a childcare provider, it is your responsibility to ensure that you:

- provide allergen information about the food which you serve to parents/carers, and ensure that information is accurate, consistent and verifiable. You do not have to list all the food you serve just the allergens contained.
- update and maintain the information and make it available to parent/carers and local authority officers when requested.
- are able to confidently identify allergens in any dish you serve.
- check food labels regularly as manufacturers ingredients can change.

You can find a variety of support and resources on the Food Standards Agency Website. www.food.gov.uk/allergen-resources. This can support you in making the necessary changes and implement the new changes into your setting. Resources include a FREE online training course, a poster of the 14 allergens, a matrix for identifying allergens in your dishes, recipe cards and allergy cards that children can fill in.

If you require any more guidance on how this affects you please contact your Local Authority www.food.gov.uk/enforcement/find-food-safety-team

Allergen information links:
www.allergytraining.food.gov.uk/english
www.food.gov.uk/science/allergy-intolerance

Think Allergy

When someone asks you if a food contains a particular ingredient – always check. From 13 December 2014, food businesses will need to provide information about allergenic ingredients in the food they serve.

1. "Is there any egg in this?"
2. "I don't know, I'll check."
3. "Do you know if this has any egg in it?"
4. "I'll check."
5. "Yes, there is egg in it."
6. "Let me help you choose something else."

For more information and advice about allergy, visit: food.gov.uk/allergy
 A booklet Allergen information for home foods is also available for download.

Food Standards Agency
food.gov.uk

Which ingredients can cause a problem?

Nuts	Cereals containing gluten	Peanuts
Mustard	Milk	Soya
Fish	Lupin	Egg
Seafood	Crustaceans	Molluscs
Sesame seeds	Celery	Sulphur dioxide



April 2016

FAQ's

Q: We are a large nursery and have 2 meal sittings and are nervous about serving rice to our children because it is a high risk food. How long is it acceptable to leave between rice being cooked and served?

A: It is perfectly ok to serve rice to children and it is a good source of starchy carbohydrate to provide variety at mealtimes. Holding time will depend on your type of food service, facilities and child numbers. Refer to holding time guidance in SFBB.

e.g Rice can be served within a time frame of a half an hour of serving time.

Or can hot hold for 2 hours.

Or can be cooled, stored in fridge and reheated to correct temperature.

Q: We have 2 children with a dairy allergy and want to bulk cook some items and freeze in small portions. Is it ok to freeze home made rice pudding made with soya milk?

A: Yes, it is fine to freeze rice pudding, remember to put the date of freezing and keep for no longer than 3 months as the quality of the product when thawed and heated may deteriorate.

Q: Are childcare settings ok to serve eggs laid by their own chickens?

A: No – they will not carry the Lion brand.

Q: Has the advice changed on giving soft boiled eggs to young children?

A: Yes, the Food Standards Agency revised the guidance in 2017.

Consumers who may be more vulnerable to infection, which include young children can eat raw or soft boiled hen eggs or foods containing lightly cooked hen eggs provided that they are produced under the British Lion Code of Practice. This ensures that all hens are vaccinated against salmonella and all hens, eggs and feed a fully traceable (see Appendix 1).

Q: What should I do if a parent brings in a home made birthday cake to share with the children?

A: If a birthday cake is homemade it should be given to children to take home informing parents of the source so that parents can use their discretion. It is unsafe practice to give it out to all children without knowledge of ingredients and allergen advice.

Q: Does the guidance on the use of sprays that comply with the E coli O157 guidance differ for different types of childcare settings?

A: If the setting handles both raw foods and ready to eat foods then sanitisers that comply with BS 1276/ EN 13697, or their equivalent will be required to be used for cleaning work surfaces and equipment such as chopping boards.

Child-minders for example being a domestic setting can use other sprays that they use generally, but these would still be recommended.

Q: Do all play and sessional settings need to be registered with environmental health and do staff have to have a Level 2 food hygiene certificate?

A: Yes, all settings that serve food and/or drink need to be registered with environmental health. Staff that are handling food must receive food hygiene training to a Level 2 Food safety in catering standard.

Yes, all settings that allow food to be brought into the setting from home need to be registered, but they won't be inspected.

Q: Who do I ask for advice on food hygiene and safety?

A: The Safer Food Better Business packs will have information on who regulates what. When you register with environmental health it is best practice to ask who to contact and keep this as a record in your pack.

Q: Do I need to wash all fruit and vegetables even if bought in a sealed packet?

A: Yes, it is important to wash all fruit and vegetables for eating and if children are helping to prepare in a food activity.

References

- 1 Food Information (Wales) Regulations 2014.
Available from: www.legislation.gov.uk/wsi/2014/2303/contents/made

Appendix 1

Revised advice to consumers (including vulnerable groups) on eating lightly cooked or raw UK hen shell eggs and their products in the home

The presence of *Salmonella* in UK hen shell eggs has been reduced greatly in recent years, and evidence shows that the risks are particularly low for eggs which have been produced according to

food safety controls applied by the British Lion Code of Practice. This has allowed FSA and FSS to amend advice for consumers on the consumption of raw and lightly cooked eggs.

People who are in good health

People who are in good health (i.e. who are not vulnerable to infection) are unlikely to experience food poisoning through the consumption of raw or lightly cooked UK hen eggs which are produced from *Salmonella*-vaccinated flocks. Healthy individuals should therefore continue to enjoy dishes such as soft boiled eggs, mousses, soufflés and fresh mayonnaise which are prepared using UK produced hen shell eggs which are sourced from vaccinated flocks via reputable suppliers.

Vulnerable Groups¹

People who are more vulnerable to infection or who are likely to suffer more serious symptoms from food poisoning such as young children, pregnant women, and elderly people can eat raw hen eggs or foods containing lightly cooked hen eggs (such as soft boiled eggs, mousses, soufflés and fresh mayonnaise), provided that the eggs are produced under the Lion Code². If the eggs are not Lion Code (see lion logo below) or produced under an equivalent comprehensive

quality control scheme, or if in doubt, people who may be more vulnerable to infection are advised to eat thoroughly cooked eggs.

General Advice

When eating raw or lightly cooked eggs, also bear in mind the importance of:

- storing eggs safely in a cool, dry place such as the refrigerator;
- following good hygiene practices in the kitchen; avoiding cross contamination, cleaning all work surfaces, dishes and utensils and making sure you wash your hands thoroughly before and after handling eggs;
- observing best-before dates;
- avoiding eggs with damaged shells, as these may allow dirt or bacteria to get inside.

Non-hen eggs

Non-hen eggs such as duck, goose and quail eggs should always be cooked thoroughly.

Further information on the microbiological risk from shell eggs and their products can be found at: www.food.gov.uk/sites/default/files/acmsf-egg-reportv1.pdf



¹ This recommendation does not extend to individuals who are severely immunocompromised and require medically supervised diets prescribed by health professionals.

² This advice could also apply to schemes demonstrably-equivalent to the Lion Code, but these are still being assessed. This advice will be updated if other schemes demonstrate equivalence.

Appendix 2

Additional information on food hygiene and safety for food preparation and cooking activities with children

Storing, washing and preparing fruit and vegetables

It is important to wash all fruit and vegetables before you eat them to ensure they are clean and safe to eat.

“Soil can sometimes carry harmful bacteria and, although food producers have good systems in place to clean vegetables, the risk can never be entirely eliminated.” Dr Andrew Wadge, former chief scientist of the Food Standards Agency (FSA).

Washing fruit and vegetables

Washing will help remove bacteria, including E.coli, from the surface of fruit and vegetables. Most of the bacteria will be in the soil attached to the produce so washing to remove any soil is particularly important.

Washing loose produce is especially important as it tends to have more soil attached to it than pre-packaged fruit and vegetables. This could include produce grown in the setting garden. Peeling or cooking fruit and vegetables can also remove bacteria.

How should fruit and vegetables be washed?

When you wash vegetables, do not just hold them under the running tap as the splashing may cause contamination of the surrounding area. First, rub them under water, for example in a bowl of fresh water. Start with the least soiled items first and change the water if it gets too soiled. Give each of them a final rinse under the tap.

Key advice for safely storing, handling and cooking raw vegetables

- Always wash your hands thoroughly before and after handling raw food, including vegetables.

- Keep raw food, including vegetables, separate from ready-to-eat foods.
- Use different chopping boards, knives and utensils for raw and ready-to-eat foods. If this isn't possible, wash these items thoroughly in between uses using a dishwasher or a 2 stage clean. **Separate utensils are preferable.**
- Check the label – unless packaging around vegetables says “ready to eat”, you must wash, peel or cook them before eating.
- Root vegetables (e.g. carrots, parsnips) must be topped and tailed before given to the children to prepare further.
- It is preferable that staff have washed the raw vegetables before giving to the children to handle/prepare.



Avoiding cross-contamination

It is better to rub fruit and vegetables in a bowl of water, rather than under a running tap. This will help reduce splashing and the release of bacteria into the air that could result from cleaning directly under a running tap. Try to wash the least soiled items first and give each of them a final rinse. Brushing off dry soil before washing may help reduce the amount of washing required to clean the vegetables thoroughly.

It's also important to clean chopping boards, knives and other utensils after preparing vegetables to prevent cross-contamination. If a dishwasher is not available, wash the chopping boards in hot soapy water before using a sanitiser that complies with BS 1276/ EN 13697, or equivalent.

Hygiene and safety in the cooking area



Checklist

Before and during the cooking session, ensure the cooking area is clean, tidy and safe for children and staff to use:

	N/A (*or ✓)
Floor area is clear of chairs, bags, outdoor clothing and any other potential hazards. Floor area is dry and cleaned of food or anything likely to cause slipping.	
Sinks are cleaned with hot soapy water then a sanitiser that complies with BS EN 1276 / BS EN 13697 or equivalent (a 2 stage clean). This is left on for the recommended contact time and wiped with a disposable cloth.	
Surfaces are clear of any non-cooking items such as glue pots, paints and other materials. Children cannot access them during cooking*.	
Tables are cleaned with hot soapy water then an anti-bacterial sanitiser spray, which is left on for the recommended contact time. Then wiped with a disposable cloth and allowed to air-dry.	
Tables are covered with a wipe-clean tablecloth, used only for cooking. Cleaned using an anti-bacterial sanitiser spray and disposable cloth and allowed to air-dry (as above).	
All cooking equipment is checked to ensure clean and working before use.	
Once the area and equipment are cleaned, all cleaning chemicals and equipment are stored away from food and children.	
Main food preparation area is away from hot ovens and hob plates. Oven and hob are operated only by adults; children are closely supervised if near the oven area.	
Only adults carry, stir and serve hot foods/liquids. Oven gloves are used to carry hot pans and tins.	
Pan handles are turned inwards (but not over hot hobs)	
Knives and sharp equipment are kept out of the reach of children until needed. Child-safe knives are used and they are counted 'out' and back 'in' at the end.	
Children are supervised by an adult during all cooking activities, particularly when using knives or sharp equipment.	
Electrical equipment is certified safe for use and operated only by adults.	
Any spills are cleared immediately and surfaces kept free from food waste (using food waste bowls).	
Lined bins are available to dispose of food waste and packaging.	
Food for tasting is temperature-tested by an adult, with a separate clean spoon, before children taste it to ensure it is warm, not hot.	
Tasting of foods is done in a calm, unhurried manner and is supervised by an adult. Taste-testing is done with individual spoons/cutlery and these are not reused.	
If children help to wash up, they only wash items that are safe (no glass or sharp utensils). Staff finish off the washing up to ensure properly clean.	
Dirty tea towels/cloths/aprons are washed on a hot wash (82 °C or above) and not washed with other potentially contaminated domestic washing.	
A suitable fire extinguisher and fire blanket are available at all times.	

***Note:** Where possible use a separate play area for play activities and a separate sink for washing play materials to the sink that is used for cooking

The '**Food Safety Risk Assessment**' should also be followed to ensure food is safe to eat.

Acknowledgement: Cardiff Flying Start and Cardiff Healthy Pre-schools Scheme for the use of this information from their 'Little Cooks' scheme.

Food safety risk assessment

This food safety risk assessment shows the possible hazards related to cooking and how these hazards can be controlled or reduced. It also details what should be done if you discover contaminated food, or if the controls have not been followed. It is strongly advised all staff that cook with children have an up-to-date Level 2 Food Safety certificate.

How to use this risk assessment

All staff that cook with children should read this risk assessment form and refer to it when necessary. You may choose to use this as a checklist when cooking each recipe and there is an optional 'Checked' column where staff can put their initials.

The risk assessment is split into sections – the first section is relevant for all recipes. There are additional sections for recipes containing loose fruit and vegetables, eggs and raw meat/fish/poultry. *It is best to use recipes that do not contain raw meat/fish, but these hazards must be considered if buying or storing raw meat with recipe ingredients.*



Definitions:

Hazard	Something in a food that could cause harm to the person who eats it.	<ul style="list-style-type: none"> • (B) Biological – Contamination from bacteria / viruses. Also survival and growth of bacteria / viruses. • (C) Chemical contamination • (P) Physical contamination
Contamination	The presence or introduction of any harmful or objectionable (unpleasant) substance in the food.	<ul style="list-style-type: none"> • Bacteria / viruses / other microbes • Chemicals such as cleaning products • Physical foreign bodies – glass, hair, plastic, etc.
High Risk Food	<p>Foods which are likely to cause food poisoning if not handled properly. To be classed as 'High Risk' they have all of the following characteristics:</p> <ol style="list-style-type: none"> 1. Ready-to-eat – either cooked, or does not need cooking 2. Moist 3. High in protein 4. Short shelf-life and need strict temperature control 	<ul style="list-style-type: none"> • *Cooked meat / poultry / fish/ shellfish • Eggs and food containing eggs (inc. raw egg products such as hollandaise sauce) • Dairy products • Loose vegetables and fruit with soil on them should also be considered as high risk due to the possible bacteria in soil. • Cooked rice and other grains that are hydrated e.g. couscous are also high risk <p>Note: *Raw meat/poultry/fish are classed as 'contaminated raw foods', which must also be handled with care to stop bacteria being transferred to ready-to-eat foods.</p>

For all recipes:

Hazard – what might cause harm?	How to control the hazard	What to do if something goes wrong	Checked (Initial)
Foods past their use-by date and possibly unsafe to eat (B).	<p>Check use-by dates when buying and storing chilled foods.</p> <p>Do not use foods past their use-by date. Once opened, follow the manufacturer’s instructions on how long the food can be kept once opened.</p>	Discard foods past their use-by date & opening shelf life date.	
<p>Foods becoming contaminated, or damaged when packing shopping bags (P, B, C).</p> <p><i>(also consider other points regarding shopping below).</i></p>	<p>Before you go shopping, check that you have enough bags for life. Ideally, you should have enough bags to carry raw foods, ready-to-eat foods and non-food items such as washing powder separately.</p> <p>Aim to pack all foods of a certain type together (e.g. all chilled ready-to-eat foods, all vegetables).</p> <p>Aim to avoid putting glass jars and bottles together to reduce risk of smashing and glass contamination.</p> <p>Storing – Keep enough bags for life for raw foods only and don’t use the same bags again for ready-to-eat foods or for carrying other household items. If the shopping bag is reusable, wash it between shopping trips.</p>	Discard any contaminated food.	
Chilled foods being kept at incorrect temperature – risk of bacterial growth (B).	<p>When shopping, pack chilled foods in insulated cool box/bag.</p> <p>Put chilled foods in fridge as soon as arrive at setting (ideally within 30min of purchase) and only bring out just before cooking session.</p> <p>Ensure fridge is kept at correct temperature (optimum temperature is 1–5 °C). (The maximum legal temperature for food being stored cold is 8 °C).</p> <p>Checked manufacturers storage instructions as some chilled items need to be kept at a specific temperature e.g. some cooked meats say store at 4 °C or below.</p>	Discard if left at incorrect temperature (above 8 °C) for over 2 hours.	
<p>Cleaning chemicals /toiletries contaminating food (C).</p> <p>Paints, glue, stationery, sand and other play items contaminating food (C, P).</p>	<p>When shopping, pack cleaning products and toiletries in separate bags from food.</p> <p>Store foods separately from chemicals and other possible contaminants. Keep dried foods in sealed containers in a clean, dry area.</p> <p>Ensure ‘Hygiene and Safety in Cooking Area’ checklist has been followed.</p> <p>Cover foods / remove from area when cleaning work surfaces.</p>	Discard any contaminated food.	
Opened or damaged packaging – risk of contamination (B, P).	When shopping, do not buy damaged, opened, soiled, dented or swollen tins or packaging. Avoid broken seals and/or popped lids on jars.	Discard if risk of contamination.	

Hazard – what might cause harm?	How to control the hazard	What to do if something goes wrong	Checked (Initial)
Food handlers contaminating food – children / staff (B, P).	<p>Follow personal hygiene rules – and continue to remind children.</p> <p>Wash hands if become contaminated during session (coughing or sneezing into hands, picking nose etc.)</p> <p>No-one feeling sick or unwell should be allowed to cook.</p> <p>Government health guidelines are that a food handler must not come into work until they have been a minimum of 48 hours symptom free from sickness or diarrhoea.</p> <p>If there is an increased incidence of infection (outbreak), particularly gastro enteritis (sickness / diarrhoea), no cooking activities should take place. Advice should be taken from the local authority’s Health Improvement Team about when cooking activities can resume.</p>	Discard any ready-to-eat foods if risk of contamination.	
Contamination from work surfaces, equipment and utensils (B).	<p>Ensure ‘Hygiene and Safety in Cooking Area’ checklist has been followed.</p> <p>Use separate chopping board and utensils for raw meat / fish / poultry / vegetables. If a dishwasher is not available, wash the chopping boards and utensils in hot soapy water before using a sanitiser that complies with BS 1276/EN 13697, or equivalent. (a 2 stage clean). Also, do a 2 stage clean for sinks and taps.</p>	Discard any ready-to-eat foods if risk of contamination.	
Contamination from waste on tables (B, P).	Use food waste bowls on preparation table (for peelings, egg shells etc) and empty when full.	Discard any ready-to-eat food if risk of contamination.	
Undercooked food – risk of bacteria surviving/growing (B).	<p>Ensure that food is thoroughly cooked (piping hot, steaming).</p> <p>Particularly important if cooking meat / fish / poultry / eggs (see tables below). Meat to have clear juices, no pink meat. Use a temperature probe or probe thermometer to check safe time and temperature of cooking has been achieved. Centre temperature must be 75 °C for 30 seconds.</p>	Continue cooking until cooked throughout.	
High risk foods being left at room temperature once made – risk of contamination or bacterial growth (B).	<p>Eat high risk foods within 2 hours of making, or cool and refrigerate within 90 minutes.</p> <p>If sending home – High risk foods to be kept in fridge at correct temperature until just before home-time. Foods must be packed in suitable clean and disposable packaging to take home (e.g. food bags).</p> <p>Keep foods covered to prevent contamination.</p>	Discard if left at incorrect temperature for more than 90 minutes.	
Foods being contaminated when served (B, P).	<p>Follow personal hygiene rules (no coughing over food etc)</p> <p>Keep foods covered until served.</p> <p>Food to be served by staff member (or under strict supervision – cold foods only).</p>	Discard any contaminated food.	

Recipes that contain eggs:

Hazard – what might cause harm?	How to control the hazard	What to do if something goes wrong	Checked (Initial)
Contamination from eggs (B).	<p>Buy eggs from reputable supplier (i.e. supermarket). Ensure eggs have the 'Lion Brand' or 'Laid in Britain' and are date-stamped. Do not use eggs after their best before date.</p> <p>Do not buy damaged, cracked or dirty eggs.</p> <p>Store eggs on the bottom shelf of the fridge.</p> <p>Do not leave egg shells on work surface when preparing food (use food waste bowl on table, or put straight in food bin).</p> <p>Take care not to splash raw egg onto other foods, surfaces or dishes.</p> <p>New guidance : Consumers who may be more vulnerable to infection, which include young children can eat raw or soft boiled hen eggs or foods containing lightly cooked hen eggs provided that they are produced under the British Lion Code of Practice. This ensures that all hens are vaccinated against salmonella and all hens, eggs and feed a fully traceable.</p> <p>If allowing children to handle raw eggs, the following precautions must be followed:</p> <ul style="list-style-type: none"> • Eggs must be visually clean and free from faecal matter. • Eggs must be quality assured ('stamped') e.g. from a supermarket, or from a salmonella vaccinated flock (with documentation to support this). • After handling raw eggs, children (and adults) must wash their hands with liquid / foam soap and water and then thoroughly dry them. • Children should not be allowed to taste ingredients containing raw egg (i.e. cake mix). • Do not let children use egg shells for art / other activities. 	<p>Dispose of damaged eggs.</p> <p>Discard any ready-to-eat foods if risk of contamination.</p> <p>Clean and disinfect any contaminated surfaces and equipment.</p>	

Recipes that contain raw meat / fish / poultry:

It is recommended that children under 5 do not handle any raw meat / fish / poultry. These hazards may need to be considered if buying or storing raw meat with recipe ingredients.

Hazard – what might cause harm?	How to control the hazard	What to do if something goes wrong	Checked (Initial)
Raw meat / fish / poultry / contaminating ready-to-eat food (B).	When shopping, pack raw meat / fish / poultry / in a separate bag from ready-to-eat food. Do not buy raw meats with leaking packaging. Store meat / fish / poultry on bottom shelf of fridge. Keep raw meat / fish / poultry properly wrapped / in sealed container.	Discard ready-to-eat food if contaminated.	
Raw meat / fish / poultry / being kept at incorrect temperature – risk of bacterial growth (B).	When shopping, pack chilled foods in insulated cool box / bag. Put chilled foods in fridge as soon as arrive at setting (ideally within 30 min of purchase) and only bring out when needed. Ensure fridge is kept at correct temperature (optimum temperature is 1–5 °C). (The maximum legal temperature for a fridge is 8 °C).	Discard if left at incorrect temperature (above 8 °C) for over 2 hours.	
Undercooked food – risk of bacteria surviving / growing (B).	Ensure that food is thoroughly cooked throughout. Check clear juices, no pink meat, piping hot / steaming. Use a temperature probe or probe thermometer to check safe time and temperature of cooking has been achieved. Centre temperature must be 75 °C for 30 seconds.	Continue cooking until reach correct temperature and cooked throughout.	