

01 Health and safety procedures

01.3 Kitchen

General safety

- Doors to the kitchen are kept always closed. (Tattenhall setting)
- Shutters to hatches are kept closed when cooking is taking place.
- Children do not have unsupervised access to the kitchen.
- Children do not have access to the kitchen.
- Staff do not normally take breaks in the kitchen unless there is no alternative, in which case, tea-breaks are not taken in the kitchen when food is being prepared.
- Wet spills are mopped immediately.
- Manual ventilation is used when cooking this is done by opening bear cubs door (Tattenhall)
- Open windows when cooking (Cholmondeley)
- A clearly marked and appropriately stocked First Aid box is kept in the kitchen.

Cleanliness and hygiene

Staff follow the recommended cleaning schedules in Safer Food Better Business (SFBB).

- Floors are washed down at least daily and this is signed on our checks.
- All work surfaces are washed regularly with anti-bacterial agent.
- Inside of cupboards are cleaned monthly.
- Cupboard doors and handles are cleaned regularly.
- Fridge and freezer doors are wiped down regularly
- Ovens/cooker tops are wiped down daily after use; ovens are fully cleaned monthly.
- If dishwashers break down, washing up done by hand is carried out in double sinks, where available, one to wash, one to rinse.
- Where possible all crockery and cutlery are air dried.
- Plates and cups are only put away when fully dry.
- Tea towels, if used, are used once. They are laundered daily.
- Any cleaning cloths used for surfaces are washed and replaced daily.
- Any cloths used for childrens faces are laundered after use.
- There is a mop, bucket, dustpan, and brush set aside for kitchen use only.
- Any repairs needed are recorded and reported to the manager/ owner.

- Chip pans are not used.
- Dishwasher tablets/ Milton tablets storage- risk assessments are carried out.

Further guidance

Safer Food Better Business: Food safety management procedures and food hygiene regulations for small business: www.food.gov.uk/business-guidance/safer-food-better-business