

# FOOD SAFETY POLICY

In the light of recent changes in food legislation The Green Umbrella Day Nursery Limited has produced this Food Safety Policy.

## **1 INTRODUCTION**

The TGUDNL has a duty to assess the risks to the health and safety of its customers and employees and to anyone else who may be affected by their activity and reducing risks to a tolerable level. The duty includes the safe and hygienic provision and preparation of food and beverages by any individual who is an employee on the premises be it permanent, temporary or student.

This Policy sets down the framework for all food handling at TGUDNL. It applies to all workplaces and food supplied.

This Policy does not apply to food brought onto the premises by individuals for their own consumption.

## **2 POLICY STATEMENT**

TGUDNL recognises and acknowledges its responsibility for food safety and will ensure that all food provision, under the support of this Policy is safe and fit for human consumption.

## **3 POLICY OBJECTIVES**

The objectives of this policy are to:

- Ensure that all food supplied to or delivered within and by TGUDNL is produced, stored, handled and transported in accordance with relevant legislative requirements.
- Ensure that the premises used for the preparation of food are registered with the appropriate Local Authority.
- Ensure that all food handlers have the necessary competence to undertake their duties in accordance with the requirements of this Policy and hold a valid Food Hygiene Certificate.
- Ensure that all risks associated with food provision and preparation are reduced to a tolerable level.

## **4 ORGANISATIONAL RESPONSIBILITIES**

**The Director will ensure that:**

- Regular inspections of areas with food provision and preparation will be carried out where deemed necessary due to risk assessment.
- Will comply with the requirements of relevant legislation.
- Food Providers are provided with suitable advice on all aspects of food safety and food hygiene.

**The Manager will ensure that:**

- Food handlers are trained to a level of competence appropriate with their duties.
- The Food Safety Policy is monitored and reviewed regularly.

**The Food Providers will:**

- Develop and implement appropriate management systems to ensure that all food is safe, wholesome and fit for human consumption, which includes monitoring and recording of stored foods within the refrigerator using a food probe
- Assess all risks associated with food production and introduce control measures to reduce those risks to a tolerable level.
- Identify all of the hazards and controls relating to food, e.g. temperature control, microbiological, chemical or physical contamination using the “safer food better business” pack which can be found on the bookshelf in the utility area.
- Identify points in the food process that are critical to food safety and put in place control and monitoring procedures at these points.
- Co-operate with TGUDNL in all food safety and related matters.
- Comply with all relevant Policies and Procedures.
- Maintain records to include daily refrigerator and freezer temperature checks, food temperature checks and monthly food probe checks and have these available for inspection at all times.

**All Food Handlers will:**

- Co-operate with Food Providers to ensure that all aspects of the food safety management system are adhered to.
- Report any issues which they believe could result in food borne illness or disease.

## 5 GLOSSARY OF TERMS

**Food:**

Any substance or product, whether processed, partially processed or unprocessed, intended to be, or reasonably expected to be ingested by humans. This includes drinks and water or any substance incorporated in the food during its preparation or treatment.

**Food Provider:**

The person responsible for ensuring that the requirements of food law are met within the food business under their control.

**Food Handler:**

Any person supplying and handling food for consumption on the premises.

**All policies are subject to regular review  
This policy was reviewed: February 2013**