

01 Health and safety procedures

**01.3 Kitchen**

**General safety**

**We don’t provide hot food and we have no built in hob/oven. We do have a small portable oven that we use when cooking with the children, it is risk assessed and used with close adult supervision.**

* Doors to the kitchen are kept always closed.
* Children do not have unsupervised access to the kitchen.
* Children are not taken to the kitchen when meal preparation is taking place.
* Wet spills are mopped immediately.
* A clearly marked and appropriately stocked First Aid box is kept in classroom.

**Cleanliness and hygiene**

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

* Floors are washed down at least weekly.
* All work surfaces are washed regularly with anti-bacterial agent.
* Inside of cupboards are cleaned half termly.
* Cupboard doors and handles are cleaned regularly.
* Fridge doors are wiped down regularly
* 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.
* Any cleaning cloths used for surfaces are washed and replaced daily.
* There is a mop, bucket, broom, dustpan, and brush set aside for kitchen use only.
* Any repairs needed are recorded and reported to the manager.

**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](http://www.food.gov.uk/business-guidance/safer-food-better-business)

Signed …**Vicky Oliver**………………. Position ………Manager………………………………….

Date ……4th September 2024…………………………….