

RUNNYMEDE PRE-SCHOOL

Health and safety procedures

1.2 Kitchen

General safety

- Doors to the kitchen are kept always closed.
- Children do not have unsupervised access to the kitchen.
- Wet spills are mopped immediately.
- Sharp knives are stored safely

Cleanliness and hygiene

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

- Floors are kept clean
- All work surfaces are washed regularly with anti-bacterial agent.
- Inside of cupboards are cleaned and items within are sorted at least each half term or sooner if needed.
- Chopping boards are washed with hot soapy water and replaced when showing signs of wear.
- Cupboard doors and handles are cleaned regularly.
- Fridge is cleaned and items checked regularly.
- 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 disposed of or washed and replaced daily.
- Any repairs needed are recorded and reported to the manager and landlord.

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