



Food Hygiene Policy

Approval and Reviews

Policy approved by:	Parochial Church Council	Signature
Date approved:	12 th November 2024	
Review/ Updated		
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As a Parish we will, so far as is reasonably practicable:

- Seek to ensure that all food supplied, sold or provided at charity or community events must comply with the Food Safety Act and Food Hygiene Regulations

This will be achieved by:-

Implementing suitable precautions to ensure that any food prepared is safe

- Keeping church/ parish centre kitchen areas, well maintained and in good condition, if food is prepared there
- Ensuring food preparation surfaces are in good condition, easy to clean and disinfect.
- Adequate staff/volunteer welfare facilities are provided (e.g. hand washing, toilet facilities, etc.)
- Specific precautions are based on the principles of HACCP (i.e. hazard analysis critical control point) with these being implemented where necessary.
- There is no risk of contamination.
- Purchasing food from reputable suppliers
- Paying attention to any 'use-by' dates
- Food is properly handled and stored at appropriate temperatures.
- Making sure that food is cooked and prepared properly
- Keeping food covered to help protect it from bacteria and prevent contamination
- Adopting good hygiene practices when preparing food.
- Ensure employees/ volunteers have adequate information, instruction and training for the intended task(s) and use of such equipment/PPE.
- Required information is provided in relation to food allergies.
- Adequate training and information for food handlers, supervisors etc. is provided.

- Suitable records are completed and retained. These could include those relating to temperature control, maintenance, inspections, as well as those relating to any information or training provided to employees and others.
- Procedures are developed to deal with any outbreak of food poisoning, foreign body contamination incident or complaint.

Provide guidance for all who use the kitchen

- To ensure safety procedures are in place for all volunteers including children and vulnerable adults.
- Cleaning regimes are in place to ensure that all areas where food is prepared is maintained to a high standard
- Protocols are in place for outside caterers and private parties using the church / parish.

Communication

- All employees, team leaders and parish centre users will be kept informed by the agreed Designated Officer of any relevant changes to the Food Hygiene and Safety procedures.
- All kitchen users will be given a policy as part of their contract / agreement

Stratford-upon-Avon PCC

November 2024

