

## **Itchen Valley Parish - Catering Hygiene Policy**

Appropriate hygiene procedures are necessary for occasions when food is served in one of the Valley Churches and when catering is provided for a church event outside the church, for instance in a village hall (or private accommodation where the provider is not separately insured). These procedures apply where food is prepared at the venue where it is served or re-heated there.

### **General Cleanliness**

All those handling food are expected to observe general cleanliness including hand washing. All surfaces and equipment to be used must be cleaned with appropriate sanitising materials before and after use, all washing up completed and rubbish cleared away on completion. Any breakages must be reported (the crockery, cutlery, glass and equipment may not belong to the church or venue.)

### **Food Preparation**

All food to be served hot must, immediately before serving, reach a measured temperature of at least 65 centigrade, whether cooked on site or brought in cooked. This is particularly relevant for chicken and turkey, but applies also where other meats and fish are to be served. It is not relevant to vegetables and certain dishes, such as meat-free quiches, that will usually be warmed after earlier cooking.

Microwaves should not be used for complete cooking. Care should be taken to avoid reheating of inappropriate foods such as rice.

Please bear in mind that the risk of failure to follow food hygiene principles is higher where the preparation and serving is carried out on an occasional basis than when it is done at a regular location by a supervised team.

### **Instructions and Reports**

The person in charge of any event or programme is responsible for issuing instructions, issuing thermometers and for maintaining a record of compliance. (to be returned to the Parish Administrator). This record must contain;

The date and purpose; the food cooked; the name of the cook(s); the temperature reached before serving; confirmation that hygiene and clear up have been complied with; details of breakages.