



## Appendix 3

### Food Hygiene Rules for Communal kitchens

**All food supplied is required by law to be safe to eat.**

**Anyone using this facility should follow these rules of kitchen hygiene**

#### **ALWAYS**

- Wash hands thoroughly before starting to cook or helping to prepare food
- Cover cuts, sores and burns with clean waterproof dressings
- Wear clean protective clothing (Aprons)
- Keep fingernails short and clean and remove nail polish
- Refrigerate open sauces and preservatives
- Use oven gloves when handling hot food and utensils
- Record fridge /freezer temperatures if used to store food

#### **NEVER**

- Wear jewellery other than a plain wedding ring
- Wear strong smelling perfumes or aftershave
- Refreeze food
- Put warm food straight into the fridge
- Leave food out for more than 4 hours

#### **Registration with South Cambridgeshire District Council is required**

- If any one person or organisation cooks food more than once a month
- It is a legal requirement that sufficient training has been undertaken by anyone preparing, handling or serving food and a Certificate of Food Hygiene Training will be required

#### **Registration with South Cambridgeshire District Council is not required**

- If any one person or organisation cooks food less than once a month
- For providing tea, coffee and biscuits
- For fish and chip meals delivered or obtained from a reputable supplier
- It is recommended that Food hygiene training is undertaken by anyone preparing or serving food but it is not required if you are providing tea, coffee, biscuits, cake or bringing in food such as fish and chips.