Policy 2.28
Food Safety

The provision of safe food for our children and staff is of paramount importance at the Two Wells Community Children's Centre.

Two Wells Community Children's Centre has a responsibility to ensure all food consumed at the centre is of a safe and acceptable standard, as set out in the Food Standards Australia and New Zealand (FSANZ) National Food Safety Standards.

All kitchen staff are to be made aware of their legal obligation and risks associated with:

- Receiving
- Handling
- Cooking
- Serving
- Storage of Food

within the Centre as set out in a documented Food Safety Program.

The program complies with the Food Act 2001 Food Safety standard 3.2.1, 3.2.2. and 3.2.3.

Operational control is achieved through the application of HACCP (Hazard Analysis Critical Control Points).

Two Wells Community Child Care Centre's objective is to develop and implement a Food Safety Program that is specific to our site through our commitment to the HACCP Principles and to support its commitment to Food Safety

- By offering staff training in the areas of Safe Food Handling, Good Hygiene Practices and First Aid. Staff will also be trained to identify potential risks/hazards regarding Food Safety issues, and are encouraged to report such risks to the Director as soon as possible.
- Supplier Assurance (complies with Food Standards Code), Temperature and Time controlled Deliveries.
- Pest Control
- Preventative Maintenance
- Cleaning and Sanitisation
- Regular onsite audits carried out by Authorised Food Safety Personnel.
- Monitoring and Recording controls of food receipt, cooking, cooling and reheating.
- Reviewing the Food Safety Program Annually.

Heating and cooling food
Keep food hot (more than 60°C) or cold (5°C or less); otherwise, do not keep it at all. Heating and cooling food properly will help prevent germs from growing in the food.
It is recommended that food is reheated until it reaches 70 °C, and should stay at this temperature for 2 minutes.
Heat food, or milk for bottles **once only**. Do not allow it to cool and then reheat it—this can allow germs to grow.

Use a food thermometer to ensure that cooked or reheated food reaches the correct temperature. Keep a non-mercury thermometer in our fridge so that you can check that the temperature is below 5°C. Check that the food has cooled before giving it to the child. Remove a small piece of food with a spoon to another plate and test the temperature of the food with your hand. Throw this piece of food away and wash the spoon. Throw out all leftovers.

**Separating raw and cooked foods**

If foods have been properly reheated, any germs that were in the food will have been killed. It is important not to let raw food come in contact with cooked food, because the raw food may have germs in it.

To prevent cross-contamination between raw and cooked foods:
• keep raw and cooked foods separate, even in the fridge
• keep cooked food above uncooked food in the fridge
• use separate utensils (such as cutting boards and knives) for raw and cooked food.

It is the Staff members role to abide by all kitchen procedures and requirements when entering the kitchen.

**Sources:**

- HealthInsite
- Hazard Analysis Critical Control Point Australia (HACCP)
- Food Standards Australia New Zealand (FSANZ)

17 Food Standards Australia New Zealand 2007, 'Food safety standard 3.2.2: Food safety practices and general requirements', in Food safety standards, FSANZ, Canberra.

3.5 Food safety online training through the local councils websites

- National Health and Medical Research Council