



Kitchen Health and Safety

The kitchen is a designated food preparation area and access is restricted to authorised staff only. Clare House Nursery is committed to maintaining the highest standards of food hygiene and safety to protect children, staff and visitors.

General Safety

- Kitchen doors remain closed or secured when the kitchen is unattended.
- Children must not enter the kitchen unless participating in a planned, fully supervised educational activity.
- Children are taught about kitchen safety and hygiene during cooking activities and snack preparation.
- Children are not permitted in the kitchen during food preparation, cooking or cleaning activities involving hot equipment.
- Staff do not consume meals or take breaks within food preparation areas.
- Hot drinks must be kept away from food preparation areas and never left where children could gain access.
- Wet floors and spillages are cleaned immediately and warning signs displayed where necessary.
- Walkways, exits and fire equipment must remain clear at all times.
- Mechanical ventilation or extraction systems must be used during cooking where fitted.
- A fully stocked First Aid kit is readily accessible, and burns are treated in accordance with the nursery's First Aid Policy.
- Knives and other sharp utensils are stored safely and securely when not in use.
- Cleaning chemicals are stored separately from food in accordance with COSHH requirements and are inaccessible to children.
- Electrical appliances must be visually checked before use and any faults reported immediately. Damaged equipment must not be used.
- Staff handling food must report symptoms of sickness or diarrhoea immediately and must not prepare food until they meet current UKHSA exclusion guidance.

Food Hygiene

- Staff preparing or serving food must follow effective handwashing procedures before handling food and after any activity that could contaminate hands.
- Appropriate personal protective equipment (PPE) is worn where required.
- Raw and ready-to-eat foods are kept separate to prevent cross-contamination.
- Separate chopping boards and utensils are used where appropriate.
- Food is stored, prepared and served in accordance with current Food Standards Agency (FSA) guidance.
- Food preparation surfaces are cleaned and disinfected before and after use using food-safe cleaning products.
- Food waste is disposed of promptly in appropriate waste containers.
- Pest control arrangements are maintained, and any evidence of pests reported immediately.

Allergens

- The nursery follows its Food Allergy Policy at all times.
- Staff preparing or serving food are aware of children's dietary requirements, allergies and intolerances.
- Measures are in place to prevent cross-contamination with allergenic foods.
- Children's meals are checked carefully before serving to ensure they are suitable for their individual dietary needs.

Cleaning Schedule

- Floors are cleaned daily and immediately if contaminated.
- Food preparation surfaces are cleaned and disinfected before and after food preparation.
- Sinks are cleaned and disinfected daily.
- Cupboards, shelves and storage areas are cleaned regularly as part of the nursery's cleaning schedule.
- Cupboard doors and handles are cleaned regularly.
- Refrigerators and freezers are cleaned regularly and checked for cleanliness.
- Cooker tops, ovens and microwaves are cleaned after use and deep cleaned as part of the planned cleaning schedule.
- Dishwashers are maintained in accordance with the manufacturer's guidance.
- Where washing up is completed by hand, a two-sink system is used where available to wash and rinse items effectively.
- Crockery, cutlery and utensils are allowed to air dry wherever possible.
- Tea towels and reusable cleaning cloths are changed daily or sooner if contaminated and laundered at an appropriate temperature.
- Separate colour-coded cleaning equipment is used where appropriate to reduce the risk of cross-contamination.
- Cleaning equipment designated for the kitchen is not used elsewhere within the nursery.

Temperature Monitoring

- Refrigerator and freezer temperatures are checked in accordance with the nursery's food safety procedures.
- Hot food is cooked, reheated and served safely following current food hygiene guidance.
- Food deliveries are checked to ensure they are received at safe temperatures and within their use-by dates.

Staff Responsibilities

All staff using the kitchen are responsible for:

- Maintaining high standards of cleanliness and hygiene.
- Reporting maintenance issues, spillages, damaged equipment or food safety concerns immediately.
- Following the nursery's Food Safety Management System and food hygiene procedures.
- Completing appropriate food hygiene training relevant to their role.
- Food Safety Act 1990

- Legalisation list :
- Food Safety and Hygiene (England) Regulations 2013
- Regulation (EC) No. 852/2004 on the Hygiene of Foodstuffs (retained UK law)
- Health and Safety at Work etc. Act 1974
- Control of Substances Hazardous to Health (COSHH) Regulations 2002
- Food Standards Agency (FSA) Guidance
- UK Health Security Agency (UKHSA) Infection Prevention Guidance
- Statutory Framework for the Early Years Foundation Stage (EYFS) (September 2026)

