

## See Care Share Behaviours



**BE MINDFUL**  
Focus on worksite hazards and how we control them.



**SPEAK OUT**  
Encourage positive two-way dialogue.



**GET INVOLVED**  
Be proactive to help keep safety front of mind.

## ESSENTIALS OF FOOD HYGIENE

- Keep yourself clean and wear clean clothing.
- Always wash your hands thoroughly, before starting work and handling food, after using the toilet, handling raw foods or waste, before and after eating, after every break, after smoking, coughing and blowing your nose.
- Tell your supervisor, before commencing work of any skin, nose, throat, stomach or bowel trouble or infected wound. You are breaking the law if you do not do this.
- Ensure cuts and sores are covered with a waterproof, high visibility dressing.
- Avoid unnecessary handling of food.
- Do not smoke, eat or drink in a food preparation area, and never cough or sneeze over food.
- If you see something wrong - tell your supervisor.
- Do not prepare food too far in advance of service.
- Keep perishable food either refrigerated (+1°C - +5°C) or piping hot (+63°C).
- Keep the preparation of raw and cooked food strictly separate.
- When reheating food ensure it gets piping hot - above +75°C (+82°C in Scotland).
- Clean as you go. Keep all equipment and surfaces clean.
- Follow any food safety instructions either on food packaging or from your supervisor.

## 7 STEPS TO EFFECTIVE SANITISING

- 1 Remove any loose food debris**
- 2 Spray all surfaces to be cleaned**
- 3 Remove all loosened soils**
- 4 Clean with paper towel**
- 5 Spray all surfaces with the sanitising solution**
- 6 Allow the sufficient contact time**
- 7 Wipe dry with paper towel**

## 6 STEPS TO EFFECTIVE HAND WASHING

- 1 Wet your hands**
- 2 Apply soap**
- 3 Lather and scrub – for no less than 20 seconds**
- 4 Rinse for 10 seconds**
- 5 Turn off the tap using paper towel and dispose of it**
- 6 Use some more paper towel to dry your hands**

## FOOD ALLERGIES

### Be Alert

Certain foods can trigger a severe allergic reaction termed anaphylaxis. For some people, tiny traces of a certain food can cause this potentially lethal reaction.

The whole body can be affected within minutes of exposure an allergen. Common symptoms that allergy sufferers experience include general flushing or inflammation of the skin, abdominal cramps, nausea and vomiting, difficulty swallowing, wheezing and shortness of breath.

### Food Allergies Can Kill!

- Always answer customers' enquiries with care and understanding.
- If a customer asks you about the ingredients in our food, do not mislead them and do not guess. Provide them with the Allergen Log for the relevant dish and allow them to make an informed decision.
- If a customer informs you about an allergy, provide them with the Allergen Log, so they can decide on a suitable meal for themselves. Do not advise the customer, they should make their own decision based on the Allergen Log. If in any doubt, ask your manager to speak to the customer.
- All pre-packaged foods, both bought in and if made in unit and packaged before the customer orders it, must have full ingredient labelling, including allergens.

### Foods That Can Cause Allergic Reactions

Many types of food can cause an allergic reaction. The following foods must be declared as part of the Food Information Regulations 2014

- Celery
- Cereals that contain gluten (including wheat, rye, barley and oats)
- Crustaceans (such as prawns, crabs and lobsters)
- Eggs
- Fish
- Lupin (seeds from lupins are sometimes used to make flour)
- Milk
- Molluscs (including squid, octopus, mussels and oysters)
- Mustard
- Nuts – including almonds, hazelnuts, walnuts, brazil nuts, cashews, pecans, pistachios and macadamia nuts
- Peanuts
- Sesame seeds
- Soybeans
- Sulphur dioxide and sulphites (preservatives used in some foods and drinks)

## FOOD SAFETY POLICY



Compass Group UK & Ireland  
Food Safety Policy Statement  
January 2023



Compass Group UK and Ireland is committed to maintaining the highest standards of food safety within our food businesses in order to provide safe and wholesome food for our customers.

We will achieve this through:

- Maintaining a business wide food safety management system (FSMS) based upon HACCP principles and in adherence to all relevant UK, Irish and EU food safety legislation as it applies within regions;
- Ensuring that the food we serve is sourced, delivered, stored, prepared and cooked in a safe and hygienic environment in order to minimise both food safety and allergen risk to our customers;
- Ensure the required food safety checks are completed and accurately documented as part of our due diligence.
- Provide customers with the correct allergen and ingredient information, about the food they eat;
- Providing all colleagues with the information, training and equipment necessary to do their job in a hygienic and safe manner;
- Ensuring that all colleagues comply with all company good hygiene practices contained within the FSMS, to ensure the safe handling, preparation and service of food;
- Providing effective managerial supervision of our activities to ensure that food is produced hygienically and safely; and
- Periodic audit of our food service to ensure that high standards are maintained, and issues are highlighted and addressed in a timely manner.

### Communication

The Food Safety Policy is to be communicated to all food service employees at the time of induction and reviewed at regular intervals. A copy of this policy must be retained electronically within the catering department. This policy is publicly available upon request.



Robin Mills  
Managing Director

FS.POL.001.05

WE LOOK OUT FOR EACH OTHER