Food Hygiene Training

Fact Sheet and Hygiene Rating Improver

The following table from the "Industry Guide to Good Hygiene Practice: Catering Guide" indicates how you can comply with the training requirement:

	Stage 1	Stage 2	Stage 3
Category of staff	**Essentials of Food Hygiene**	**Hygiene Awareness Training Level 1**	**Formal Training Level 2**
A – Handle low risk wrapped food only	Yes before starting work for the firsts time	Yes within 4 weeks of starting work	No
B – Handle open high risk food	Yes before starting work for the first time	Yes within 4 weeks of starting work	Yes within 3 months of starting work
C Supervisory responsibilities	Yes before starting work for the first time	Yes within 4 weeks of starting work	Yes within 3 months of starting work

The first thing to do is try to group your staff into these three categories;

Category A – Staff who work in a good business but do not handle open food or high risk foodstuffs. Example job titles: storeman, waiter/waitresses, bar staff, counter staff, server staff, cellarman, delivery staff.

Category B – Staff who work with open, high risk foods. Example job titles: chef, cook, catering supervisor, kitchen assistant

Category C – Managers or supervisors who handle any type of food. Example job titles: Manager, Supervisor, Chef manager, Proprietor.

STEP 2 – STAGES OF TRAINIING

Stage 1 – The Essentials of Food Hygiene

Nobody should be allowed to work with food unless they have been given written or verbal instruction in "The Essentials of Food Hygiene":

- Keep yourself clean and wear clean clothing
- Always wash your hand thoroughly: before handling food, after using the toilet, handling raw foods or waste, before starting work, after every break, after blowing your nose.

Thanks given to Chiltern District Council for sharing the information on this fact sheet.

- 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 room, and never cough or sneeze over food.
- Do not prepare food too far in advance of service.
- Keep perishable food either refrigerated or piping hot.
- Keep the preparation of raw and cooked food strictly separate.
- Clean as you go. Keep all equipment and surfaces clean.
- Follow any food safety instructions on food packaging

There is also a Personal Hygiene video which can be show to staff available at: **SFBB Personal Hygiene Video.**

Stage 2 – Hygiene Awareness Instruction
Hygiene Awareness Instruction should be tailored to the needs of your food handlers and be based heavily on the control and monitoring identified in your HACCP or Safer Food Better Business pack. A basic list of topics is covered in the **Industry Guide to Good Hygiene**. The Food Standards Agency has also produced a selection of **basic training videos**.

Stage 3 – Other Food Hygiene Training
Owners, managers and those responsible for the development and maintenance of the food safety management system in your business should have received adequate training in the application of HACCP principles. If your business uses SFBB this could be as simple as watching the SFBB Training Video. If your business is more complex, i.e. you use specialist machinery (e.g. vacuum packers), or use or prepare lightly cooked foods, (e.g. make your own mayonnaise, prepare beef carpacio or sushi etc), you may need specialist HACCP Training. **Contact your Local Environmental Health Officer** for specialist information.

Step 4 - Records
It is a good idea to keep records of all training that staff have received. A training plan detailing their name, date of course, name of course and date for expected refresher training is recommended.

FOOD HYGIENE RATING
Eating out? Getting food in? Check food.gov.uk/ratings

STEP	IMPROVE MY RATING	Done
1	Are all staff trained to a level that is comparable with the work that they do? (See Step 1 and Step 2)	
2.	Are those responsible for development of SFBB or HACCP suitably trained? (See step 3)	
3.	Are training records available to demonstrate food training undertaken at the business? (See Step 4)	

Thanks given to Chiltern District Council for sharing the information on this fact sheet.