

## SMC Kitchen and Food Hygiene Practices for Type 1 Events:

### Tea/Coffee & Biscuits

#### Instructions

**For Tea/ Coffee & Biscuits** (Type 1 Events):

- Please remind yourselves of these Practices when you enter the kitchen.
- There is no need to complete any documentation for this type of Event.

#### Kitchen and Food Hygiene Practices (Tea/Coffee & biscuits)

1	<b>Hands to be washed often in the hand basin</b> by the door (not in the sink): wash before food & drink preparation, after touching potentially unclean surfaces (e.g. waste bins, door handles), coughing, sneezing, using toilet, etc.
2	<b>All work surfaces &amp; equipment to be wiped down before &amp; after use using anti-bacterial spray</b> provided under the sink.
3	<b>If any milk has been left out during the event, do not pour back into the container in the fridge</b> as this causes the milk in the fridge to go off before its date.
4	<b>Remove any recycling to the appropriate outside bin.</b>
5	<b>Used Church cloths and tea-towels to be taken away to launder</b> (External groups to leave in covered laundry bucket under the central work surface).

#### Are you following the right set of Practices?

If your event involves **Light Refreshments (Type 2 Event)** or **Cooked Meals (Type 3 Events)** you should be following the more extensive Kitchen & Food Hygiene Practices, which can be found in Type 2 and 3 Event Sections of the Blue Ring Binder on the shelf.