

Public Protection (food & safety)

Food Premises Inspection Report

Name of Business:	Notre Dame Prep School - After School Club
Address of food business:	Notre Dame Preparatory School, Norwich, NR2 3TA
Date of Inspection:	28/06/2017
Risk Rating Reference	17/01242/FOOD
Premises Reference	10/00012/FOOD
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Type of Premises:	School club
Areas Inspected:	Main Kitchen
Records Examined:	SFBB, Cleaning schedule, Temperature control records
Details of Samples Procured:	None
Summary of Action Taken:	Informal
General Description of business	Catering for children - after school club

Relevant Legislation

Food Safety Act 1990 (as amended)

Regulation (EC) No 178/2002 applied by The General Food Regulations 2004 (as amended)

Regulation (EC) No 852/2004 and No 853/2004 applied by Regulation 19(1) of the Food Safety and Hygiene (England) Regulations 2013

Health and Safety at Work etc. Act 1974 and related regulations

Food Information Regulations 2014

What you must do to comply with the law

The report may include **Contraventions** - matters which do not comply with the law. You must address all of the contraventions identified; failure to do so could result in legal action being taken against you.

As a guide, contraventions relating to cleaning, temperature control and poor practice, should be dealt with straight away.

Contraventions relating to structural repairs, your food safety management system and staff training, should be completed within the next 2 months.

Health and safety contraventions should be dealt with within 3 months unless otherwise stated.

To assist you the report may also include **Observations** of current practice, useful **Information, Recommendations** of good practice and reminders of **Legal Requirements**.

My inspection was not intended to identify every contravention of the law and only covers those areas, practices and procedures examined at the time of the inspection. If the report fails to mention a particular matter this does not mean you have necessarily complied with the law.

FOOD SAFETY

How we calculate your Food Hygiene Rating:

The food safety section has been divided into the three areas which you are scored against for the hygiene rating: 1. food hygiene and safety procedures, 2. structural requirements and 3. confidence in management/control procedures. Each section begins with a summary of what was observed and the score you have been given. Details of how these scores combine to produce your overall food hygiene rating are shown in the table.

Compliance Area	You Score					
Food Hygiene and Safety	0	5	10	15	20	25
Structure and Cleaning	0	5	10	15	20	25
Confidence in management & control systems	0	5	10	15	20	30
Your Total score	0 - 15	20	25 - 30	35 - 40	45 - 50	> 50
Your Worst score	5	10	10	15	20	-
Your Rating is	5	4	3	2	1	0

Your Food Hygiene Rating is 5 - a very good standard



1. Food Hygiene and Safety

Food hygiene standards are high. You demonstrated a very good standard of compliance with legal requirements. You have safe food handling practices and procedures and all the necessary control measures to prevent cross-contamination are in place. Some minor contraventions require your attention. **(Score 5)**

Contamination risks

Contravention The following exposed food to the general risk of cross-contamination with bacteria or allergens or its physical contamination with dirt or foreign objects:

- raw foods; eggs were being stored directly on top of ready-to-eat food; coleslaw

Hand-washing

Contravention The following evidence indicated hand-washing was not suitably managed:

- there were no towels in the towel dispenser.

Personal Hygiene

Observation I was pleased to see that standards of personal hygiene were high.

Temperature Control

Observation I was pleased to see you were able to limit bacterial growth and/or survival by applying appropriate temperature controls at points critical to food safety and that you were diligently monitoring temperatures.

Recommendation I recommend that you calibrate your probe thermometer monthly and record this in your SFBB pack.

Poor Practices

Observation The following matters represented poor practice and if allowed to continue may cause food to become contaminated or lead to its deterioration

- carrots were being stored beyond their 'best before' date of 07/06/2017
- food stored in the Beko fridge was not labelled of when it had been opened
- uncovered 'Lacto' cheese had gone hard this was thrown away in my presence

Information I understand that staff use the Beko fridge to store personal food in. I recommend that these foods are labelled. All food stored on the premises is considered to be available for use in the business and must comply with food safety requirements and be fit for purpose.

2. Structure and Cleaning

The structure facilities and standard of cleaning and maintenance are all of a good standard and only minor repairs and/or improvements are required. Pest control and waste disposal provisions are adequate. The minor contraventions require your attention. **(Score 5)**

Cleaning of Structure

Contravention The following structural items were dirty and require more frequent and thorough cleaning:

- cobwebs were seen above the vent to the wall
- the vent to the wall

Cleaning of Equipment and Food Contact Surfaces

Contravention The following surfaces and equipment in contact with food were dirty and/or could not be cleaned and require cleaning or discarding:

- the seals to the Beko fridge
- the glass shelf to the bottom of the Beko fridge
- the seals to the Beko freezer
- the handle to the Beko freezer
- the lid to the small chest freezer
- the interior rim around the door to the dishwasher
- the interior rim to the top of the chest freezer
- the seal to the chest freezer

Maintenance

Observation you informed me that the kitchen is due to closed for a refurbishment and due to re-open in September this year.

Facilities and Structural provision

Contravention The following facilities were inadequate or absent and must be provided or improved:

- fly screens are needed to the open windows

3. Confidence in Management

A food safety management system is in place and you demonstrate a very good standard of compliance with the law. Your records are appropriate and generally maintained. You have a good track record. There are some minor contraventions which require your attention. **(Score 5)**

Food Hazard Identification and Control

Contravention The following matters demonstrated that you have not identified hazards to food (such as bacteria growing on food, bacteria surviving in cooked food and cross-contamination) or the methods of control at critical points in your operation:

- raw foods stored above ready-to-eat foods
- open foods stored in the fridge
- storing foods past its 'best before' date

Proving Your Arrangements are Working Well

Contravention The Management sections in your Safer food Better Business (SFBB) pack are intended to demonstrate you are in day-to-day control of the hazards to food. The following Management sections were either missing, incomplete or not up-to-date:

- your Suppliers and Contacts lists
- staff training records

Waste Food and other Refuse

Observation You had measures in place to dispose of waste food appropriately and were employing the services of a registered waste carrier.

Allergens

Observation You had identified the presence of allergens in your open food and had brought this to the attention of your customers.

Matters of evident concern

Contravention The following matters were of immediate concern:

- electric socket to the hot cupboard was badly damaged and requires repair, stop using until repaired.