



**Public Protection (food & safety)**

**Food Premises Inspection Report**

|                                  |  |
|----------------------------------|--|
| Name of business:                | Locksley School  |
| Address of food business:        | The Locksley School<br>Locksley Road<br>Norwich<br>NR4 6LG |
| Date of inspection:              | 02/07/2018   |
| Risk rating reference:           | 18/00767/FOOD  |
| Premises reference:              | 18/00030/FD_HS   |
| Type of premises:                | Cuisine - English  |
| Areas inspected:                 | Main Kitchen, Storeroom                                    |
| Records examined:                | Cleaning schedule, FSMS, Temperature control records       |
| Details of samples procured:     | None   |
| Summary of action taken:         | Informal   |
| General description of business: | School catering  |

**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   |
| <b>Your Total score</b>                    | 0 - 15    | <b>20</b> | 25 - 30 | 35 - 40 | 45 - 50 | > 50 |
| <b>Your Worst score</b>                    | 5         | <b>10</b> | 10      | 15      | 20      | -    |
| <b>Your Rating is</b>                      | 5         | <b>4</b>  | 3       | 2       | 1       | 0    |

Your Food Hygiene Rating is 4 - a 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

**Observation** I was pleased to see that contamination risks were controlled

#### Hand-washing

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

- there was no towel to the towel dispenser. However this was filled up in my presence

#### Temperature Control

**Contravention** The following evidence indicated there was a risk of bacteria growing on food:

- the temperatures of the filled prepared baguettes stored in the cool box were reading 20°C

**Legal Requirement** The cold chain is not to be interrupted. However, limited periods outside temperature control are permitted, to accommodate

**Legal Requirement** If you rely on selling cold food (displayed over 8°C) within four hours you must be able to demonstrate your system for ensuring food is either sold, placed under refrigeration, or discarded, before the four hours have elapsed.

**Guidance** It is essential to know that your probe thermometer is working properly. If the reading is outside these ranges you should replace your probe or return it to the manufacturer to be calibrated. A simple way to check a digital probe is to put it in iced water and boiling water:

- The readings in iced water should be between -1°C and 1°C.
- The readings in boiling water should be between 99°C and 101°C.

**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.

### 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

- a container storing cooked pasta in the fridge had no date on when it had been prepared you were unaware of who it belonged to as there was another fridge provided for staff lunches. Please ensure food is labelled in the fridge

## **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 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:

- toast crumbs to the stainless steel table near the toaster
- interior to the fridge as dead ants were seen in it
- interior to the freezer compartment
- seals to the fridge
- lid to the bin

### Cleaning Chemicals / Materials / Equipment and Methods

**Information** Ensure you use a surface sanitiser that conforms to BS EN 1276:1997 or BS EN 13697:2001. This information should be available on the label or by contacting the manufacturer

### **3. Confidence in Management**

There are generally satisfactory food safety controls in place although there is evidence of some non-compliance with the law. All the significant food hazards are understood and controls are in place. Your records are appropriate and generally maintained but some deficiencies were identified. The contraventions require your attention; although not critical to food safety they may become so if not addressed. **(Score 10)**

#### Food Hazard Identification and Control

**Contravention** The Safe Methods in your Safer Food Better Business (SFBB) pack are intended to show you have identified the hazards to food and what you must do to control them. The following Safe Methods were either missing from your SFBB pack or had not been completed appropriately:

- Cross-contamination
- Cleaning
- Chilling
- Cooking

#### Proving Your Arrangements are Working Well

**Contravention** You are not working to the following safe methods in your SFBB pack:

- The daily diary and or four-weekly reviews
- The cleaning schedule
- Your Suppliers and/or Contacts lists
- Staff training records

**Contravention** The following matters are needed in order to demonstrate you Food Safety management system is working as it should:

- your diary had lapsed for 3 weeks. You must start your diary again immediately this is an essential part of your food safety system. New diary sheets are available on the food standards agency website [www.food.gov.uk](http://www.food.gov.uk)

#### 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 non-prepacked food and had brought this to the attention of your customers.