

FOOD SAFETY



This assessment must be undertaken annually by your Environmental Health Officer (EHO). If your EHO is unable to do the assessment or your Local Council doesn't have an EHO please contact the TSCA for assistance.

This assessment is in addition to the Council's own document.

The requirements of the Canteen Accreditation Program go above and beyond the legal minimum and include due diligence and best practice. This is because the food service is specifically for children.

Practices

Requirement	Yes	No	Comments
Are temperatures of foods checked with a thermometer?	<input type="checkbox"/>	<input type="checkbox"/>	
Is thermometer regularly calibrated to be accurate to +/-1°C in the range of -18°C to 100°C?	<input type="checkbox"/>	<input type="checkbox"/>	
Are perishable foods kept at the correct temperature?	<input type="checkbox"/>	<input type="checkbox"/>	
Are foods kept covered?	<input type="checkbox"/>	<input type="checkbox"/>	
Are foods date coded?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the canteen kept in a clean condition?	<input type="checkbox"/>	<input type="checkbox"/>	
Are cleaning chemicals stored appropriately?	<input type="checkbox"/>	<input type="checkbox"/>	
Have all food handlers had training commensurate with their activities?	<input type="checkbox"/>	<input type="checkbox"/>	
Are posters or signs concerning Food Safety and hygiene on display?	<input type="checkbox"/>	<input type="checkbox"/>	

Structure

Requirement	Yes	No	Comments
Are floors, walls, ceilings and surfaces easily cleanable?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the canteen pest proof?	<input type="checkbox"/>	<input type="checkbox"/>	
Is there a separate & suitably located hand wash basin available with warm water and supplied with soap and paper towel?	<input type="checkbox"/>	<input type="checkbox"/>	
Are food contact equipment and surfaces cleaned and sanitised?	<input type="checkbox"/>	<input type="checkbox"/>	
Is ventilation adequate to remove fumes & smoke, etc?	<input type="checkbox"/>	<input type="checkbox"/>	
Are procedures in place for timely maintenance of equipment?	<input type="checkbox"/>	<input type="checkbox"/>	

Documentation

Requirement	Yes	No	Comments
Canteen/Healthy Eating Policy (Form 1)	<input type="checkbox"/>	<input type="checkbox"/>	
Canteen Guidelines and Procedure document (Form 2)	<input type="checkbox"/>	<input type="checkbox"/>	
Cleaning Schedule (Template 1)	<input type="checkbox"/>	<input type="checkbox"/>	
Temperature Records (Template 2)	<input type="checkbox"/>	<input type="checkbox"/>	
Cold storage (5°C/-18°C)	<input type="checkbox"/>	<input type="checkbox"/>	
Cooking (75°C)	<input type="checkbox"/>	<input type="checkbox"/>	

FORM 3



Thermometer Calibration Records (Template 3)	<input type="checkbox"/>	<input type="checkbox"/>
Rejected Deliveries Log (Template 4)	<input type="checkbox"/>	<input type="checkbox"/>
Staff Illness Log (Template 5)	<input type="checkbox"/>	<input type="checkbox"/>
Food Handler's Training Record (Template 6)	<input type="checkbox"/>	<input type="checkbox"/>
Recipes for consistency, portion control and allergen control	<input type="checkbox"/>	<input type="checkbox"/>
Maintenance Request Log being actioned (Template 7)	<input type="checkbox"/>	<input type="checkbox"/>

Recommendation

The canteen passes the assessment where there is satisfactory level of compliance with Chapter 3 of the Food Standards Code.

Pass assessment

Fail assessment

School _____

EHO _____

Signature _____

Date _____

