

DENZIL DON KINDERGARTEN FOOD SAFETY POLICY

Best Practice – Quality Area 2

REVISION REGISTER

Date of Issue	Amendment Details
October 2015	Version 1 (Adapted from ELAA Version 2)

PURPOSE

This policy will provide guidelines for:

- effective food safety practices at Denzil Don Kindergarten that comply with legislative requirements and meet best practice standards
- minimising the risk to children of scalds and burns from hot drinks.

This policy should be read in conjunction with the *Nutrition and Active Play Policy*.

POLICY STATEMENT

1. VALUES

Denzil Don Kindergarten is committed to:

- ensuring the safety of all children and adults attending the service
- taking all reasonable precautions to reduce potential hazards and harm to children attending the service
- ensuring adequate health and hygiene procedures are implemented at the service, including safe practices for handling, preparing, storing and serving food
- promoting safe practices in relation to the handling of hot drinks at the service
- educating all service users in the prevention of scalds and burns that can result from handling hot drinks
- complying with all relevant legislation and standards, including the *Food Act 1984* and the *Australia New Zealand Food Standards Code*.

2. SCOPE

This policy applies to all individuals involved in handling, preparing, storing and serving food for consumption at Denzil Don Kindergarten, and to the Approved Provider, Nominated Supervisor, Certified Supervisor, educators, staff, students on placement, volunteers, parents/guardians, children and others attending the programs and activities of the service.

3. BACKGROUND AND LEGISLATION

Background

Food safety is very important in early childhood service environments. Young children are often more susceptible to the effects of foodborne illness than other members of the community. Foodborne illness (including gastrointestinal illness) can be caused by bacteria, parasites, viruses, chemicals or foreign objects that are present in food. Food provided by a children's service:

- must be fit for human consumption
- must not be adulterated or contaminated
- must not have deteriorated or perished.

Safe food practices can also assist in reducing the risk of a severe allergic reaction (e.g. anaphylaxis) by preventing cross-contamination of any food given to children with diagnosed food allergies (refer to *Anaphylaxis Policy* and *Asthma Policy*).

Organisations that provide food to children have a duty of care (refer to *Definitions*) to protect children from all hazards and harm. Employers are also required, under the *Occupational Health and Safety Act 2004*, to provide a healthy and safe working environment for employees and contractors, and to ensure that other individuals, including children, parents/guardians, visitors and the general public, are not endangered when attending the workplace. In addition, employees, visitors and contractors are responsible for complying with appropriate workplace standards and procedures that have been implemented to protect their own health and safety, and that of others.

The *Food Act 1984* aims to reduce the incidence of foodborne illness by ensuring that food manufactured, transported, sold, prepared and stored is safe, unadulterated, fit for human consumption and will not cause food poisoning. Under the Act, local councils in Victoria are required to classify every food premises in their municipality according to its food safety risk.

Early childhood services should confirm their food safety risk classification and related requirements with the local council in the area in which they operate.

Class 1 food premises describes those that predominantly handle potentially hazardous food that is served to vulnerable people. Early childhood services that provide long day care are included in the Class 1 category. Class 4 food premises describes those whose food handling activities pose low risk to public health. Sessional kindergartens are included in the Class 4 category.

Standard 3.3.1, in Chapter 3 of the *Australia New Zealand Food Standards Code* (the Code), is one of the national food safety standards that outlines the responsibilities of food businesses to ensure that the food they produce is safe. This particular standard applies to Australian food businesses that provide meals for vulnerable persons (those who are at greater risk of being affected by foodborne illness), such as the very young, the elderly and individuals who are immunocompromised due to disease or treatment for other illnesses. Standard 3.3.1 requires such businesses to have a documented food safety program (refer to *Definitions*).

Sessional kindergartens supplying low risk snacks such as cut fruit, milk, bread and cereals are classified as Class 4 (low risk). Class 4 services are **not** required to have:

- a food safety program
- a food safety supervisor
- an annual council inspection.

However, Class 4 services must ensure that staff members have the skills and knowledge needed to safely handle food in their work roles. Council may also, at its discretion, inspect a premises under the *Food Act 1984* (e.g. to investigate complaints or conduct a spot check). Individual councils may also require services to complete a food safety audit or plan, especially when the service is operating a special event such as a sausage sizzle. For more information about Class 4 food premises, services should contact their local council and refer to: www.health.vic.gov.au/foodsafety/downloads/class4.pdf

Legislation and standards

Relevant legislation and standards include but are not limited to:

- *Australia New Zealand Food Standards Code*
- *Child Wellbeing and Safety Act 2005*
- *Education and Care Services National Law Act 2010*: Section 167
- *Education and Care Services National Regulations 2011*: Regulation 77
- *Food Act 1984* (Vic)
- *National Quality Standard*, Quality Area 2: Children's Health and Safety
 - Standard 2.1: Each child's health is promoted

- Element 2.1.1: Each child's health needs are supported
- *Occupational Health and Safety Act 2004*
- *Public Health and Wellbeing Act 2008*

4. DEFINITIONS

The terms defined in this section relate specifically to this policy. For commonly used terms e.g. Approved Provider, Nominated Supervisor, Regulatory Authority etc. refer to the *General Definitions* section of this manual.

Department of Health and Human Services (DHHS): The State Government department responsible for the health and wellbeing of Victorians, and with oversight of the administration of the *Food Act 1984*.

Duty of care: A common law concept that refers to the responsibilities of organisations to provide people with an adequate level of protection against harm and all reasonable foreseeable risk of injury.

Food allergies: Some foods and food ingredients, or their components, can cause severe allergic reactions including anaphylaxis (refer to *Anaphylaxis Policy*). Food allergies are often caused by peanuts, tree nuts, milk, eggs, sesame seeds, fish and shellfish, soy and wheat. For more information on food allergies, visit: www.allergyfacts.org.au

Food safety: (In relation to this policy) ensuring food provided by the service is fit for human consumption.

Food Standards Australia New Zealand (FSANZ): A bi-national Government agency with the responsibility to develop and administer the *Australia New Zealand Food Standards Code* (the Code), which details standards and requirements in areas such as food additives, food safety, labelling and genetically modified (GM) foods. Enforcement and interpretation of the Code is the responsibility of State/Territory departments and food agencies within Australia and New Zealand.

Hazardous food: Food containing dangerous biological, chemical or physical agents, or food in a condition that has the potential to cause adverse health effects in humans.

High-risk foods: Bacteria that has the potential to cause food-poisoning can grow and multiply on some foods more easily than others. High-risk foods include meat, seafood, poultry, eggs, dairy products, small goods, cooked rice/pasta and prepared salads (such as coleslaw, pasta salads, rice salads and fruit salads). Food that is contained in packages, cans or jars can become high-risk once opened, and should be handled and stored appropriately.

Hot drink: Any container holding a liquid that has been heated or boiled, and that remains above room temperature (25°C) for any period of time.

Scalds: Burns by hot fluids, steam and other hot vapours.

PROCEDURES

The Approved Provider is responsible for:

- ensuring that the Nominated Supervisor, staff and volunteers at the service implement adequate health and hygiene practices, and safe practices for handling, preparing and storing food, to minimise risks to children being educated and cared for by the service (Regulation 77(1))
- contacting the local council in the service's area of operation to determine the service's food safety risk classification and requirements under the *Food Act 1984*
- complying with all requirements of the service's food safety risk classification under the *Food Act 1984*, as outlined by local council.
- ensuring educators, staff, parents/guardians, volunteers, students and others at the service have access to a copy of this policy, which includes information about where to find up-to-date

information on the safe provision of food for their children (refer to *Sources*: Department of Health and Human Services – Food Safety: Food safety at home and in the community)

- ensuring that the Nominated Supervisor and all staff are provided with a copy of this policy and are kept up-to-date with current legislation, standards, policies, information and resources relating to food safety
- ensuring that staff undergo training in safe food handling, as required
- monitoring staff compliance with food safety practices (refer to *Sources*: Department of Health and Human Services – Food Safety: Keeping food safe)
- ensuring that good hygiene practices are maintained at the service (refer to *Sources*: Department of Health and Human Services – Food Safety: Keeping food safe and *Hygiene Policy*)
- displaying hygiene guidelines (refer to *Hygiene Policy*) and food safety guidelines (refer to Attachment 2) in the food areas of the service
- ensuring that this policy is referred to when undertaking risk assessments for excursions and other service events (refer to Attachment 3 and Attachment 4)
- ensuring measures are in place to prevent cross-contamination of any food given to children with diagnosed food allergies (refer to *Anaphylaxis Policy* and *Asthma Policy*)
- identifying potential hazards that may reasonably be expected to occur at each stage of the food-handling and preparation cycle, and developing procedures to minimise these hazards. Stages of the cycle include ordering, delivery, storage, thawing, preparation, cooking, cooling, handling post-cooking, reheating and serving
- ensuring that all facilities and equipment for food preparation and storage are clean, and in good repair and working order
- contacting Moreland Council to determine requirements prior to selling food at a fête, food stall or other service event. Such requirements may include completing a Food Act notification form and/or a statement of trade form as found at https://streatrader.health.vic.gov.au/public_site
- removing pests and vermin from the premises
- informing DET, DHHS and parents/guardians if an outbreak of gastroenteritis or possible food poisoning occurs at the service
- informing families of the limited availability of cold storage facilities at the service to ensure parents/guardians make suitable food choices when supplying food for their own child
- ensuring staff, parents/guardians and others attending the service are aware of the acceptable and responsible practices for the consumption of hot drinks (refer to Attachment 1 – Responsible consumption of hot drinks at the service).

The Nominated Supervisor is responsible for:

- ensuring that staff and volunteers at the service implement adequate health and hygiene practices, and safe practices for handling, preparing and storing food, to minimise risks to children being educated and cared for by the service (Regulation 77(2))
- ensuring parents/guardians provide details of their child's specific nutritional requirements (including allergies) on the enrolment form, and discussing these prior to the child commencing at the service and whenever these requirements change
- keeping up-to-date with current legislation, standards, policy, information and resources relating to food safety
- ensuring staff undergo training in safe food handling and good hygiene practices, as required
- directing families to displayed hygiene and food safety guidelines when involved in the preparation and distribution of food to children during special class events
- ensuring this policy is referred to when undertaking risk assessments for excursions and other service events (refer to Attachment 3 and Attachment 4)
- ensuring students, volunteers, and casual and relief staff at the service are informed of this policy.

Certified Supervisors, educators and other staff are responsible for:

- keeping up-to-date with current legislation, standards, policy, information and resources relating to food safety
- being aware of safe food practices and good hygiene practices (refer to *Sources*: Department of Health and Human Services – Food Safety: Keeping food safe and *Hygiene Policy*), and undergoing training if required
- referring to this policy when undertaking risk assessments for excursions and other service events (refer to Attachment 3 and Attachment 4)
- informing students, volunteers, and casual and relief staff at the service about this policy
- directing families to displayed hygiene and food safety guidelines when involved in the preparation and distribution of food to children during special class events
- ensuring that children's lunchboxes are kept indoors, away from heat sources (including direct sunlight) and contain a cold item, such as a frozen water bottle, with perishable foods in a child's lunchbox, or children use an insulated lunchbox or cooler
- discussing food safety with children to increase awareness and assist in developing safe practices
- discouraging children from sharing drink bottles or cups at the service
- ensuring that children do not share lunches to minimise risks in relation to children with food allergies
- providing adequate supervision of children while they are eating
- teaching children to wash and dry their hands (refer to *Hygiene Policy*):
 - before touching or eating food
 - after using the toilet
 - after blowing their nose, coughing or sneezing
 - after playing with an animal/pet
- encouraging parents/guardians to discuss a child's nutritional requirements, food allergies or food sensitivities, and informing the Nominated Supervisor where necessary
- seeking input from parents/guardians on cultural values or religious expectations regarding food handling, provision and consumption
- informing the Nominated Supervisor or Approved Provider of any outbreaks of gastroenteritis or possible food poisoning at the service
- removing hazardous food (refer to *Definitions*), including food that has fallen on the floor
- maintaining good personal and kitchen hygiene (refer to *Sources*: Department of Health and Human Services – Food Safety: Keeping food safe and *Hygiene Policy*)
- covering all wounds/cuts on hands or arms with wound strips or bandages
- wearing disposable gloves when handling food
- complying with the guidelines in relation to the consumption of hot drinks at the service (refer to Attachment 1 – Responsible consumption of hot drinks at the service)
- informing parents/guardians and visitors to the service about the guidelines in relation to the consumption of hot drinks at the service (refer to Attachment 1 – Responsible consumption of hot drinks at the service).

Parents/guardians are responsible for:

- washing hands prior to participating in food preparation and cooking activities
- ensuring that food preparation surfaces, utensils, lunchboxes and reusable drink bottles are clean
- washing all fruits and vegetables thoroughly
- wearing disposable gloves when handling food at Denzil Don Kindergarten
- packing a cold item, such as a frozen water bottle, with perishable foods in a child's lunchbox, or using an insulated lunchbox or cooler
- complying with the requirements of this policy

- providing details of specific nutritional requirements (including allergies) on their child's enrolment form, and discussing these with the Nominated Supervisor prior to the child commencing at the service and whenever these requirements change.

Volunteers and students, while at the service, are responsible for following this policy and its procedures.

EVALUATION

In order to assess whether the values and purposes of the policy have been achieved, the Approved Provider will:

- regularly seek feedback from everyone affected by the policy regarding its effectiveness
- monitor the implementation, compliance, complaints and incidents in relation to this policy
- monitor and investigate any issues related to food safety, such as reports of gastroenteritis or food poisoning
- keep the policy up to date with current legislation, research, policy and best practice
- revise the policy and procedures as part of the service's policy review cycle, or as required
- notify parents/guardians at least 14 days before making any changes to this policy or its procedures.

SOURCES AND RELATED POLICIES

Sources

- *Australia New Zealand Food Standards Code*:
<http://www.foodstandards.gov.au/code/Pages/default.aspx>
- Burns and scalds – children. Available from the Better Health Channel:
www.betterhealth.vic.gov.au/bhcv2/bhcarticles.nsf/pages/Burns_and_scalds_children
- Department of Health and Human Services – Food Safety. Contact the Department of Health and Human Services if your inquiry relates to general food compliance issues (and you don't know where to start) or you are looking for publications on food safety or information on legislation.
Telephone: 1300 364 352 (free call within Australia)
Email: foodsafety@health.vic.gov.au
Website: www.health.vic.gov.au/foodsafety
 - Keeping food safe: www.health.vic.gov.au/foodsafety/bus/keeping.htm
 - Food safety at home and in the community: www.health.vic.gov.au/foodsafety/home/index.htm
- dofoodsafely – a free online food safety program: <http://dofoodsafely.health.vic.gov.au/>
- Kids Health Info at The Royal Children's Hospital Melbourne provides kids health and safety resources for purchase. To purchase a resource, phone (03) 9345 6429 or visit: www.rch.org.au/chas/. Kids Health Info is part of the Family Services Department of The Royal Children's Hospital Melbourne, which also includes the Safety Centre, the Family Resource Centre and the Volunteer Service. Royal Children's Hospital Safety Centre, 50 Flemington Road, Parkville. Telephone advisory line: (03) 9345 5085 or email: safety.centre@rch.org.au
- Kidsafe: telephone (03) 9251 7725 or email: info@kidsafevic.com.au. For a fact sheet on scalds and burns, visit their website: www.kidsafevic.com.au/images/stories/pdfs/Burns_Scalds.pdf
- National Health and Medical Research Council (2013) *Staying Healthy: Preventing infectious diseases in early childhood education and care services* (5th edition):
<http://www.nhmrc.gov.au/guidelines/publications/ch55>

Service policies

- *Administration of First Aid Policy*
- *Anaphylaxis Policy*

- *Asthma Policy*
- *Dealing with Medical Conditions Policy*
- *Diabetes Policy*
- *Excursions and Service Events Policy*
- *Hygiene Policy*
- *Incident, Injury, Trauma and Illness Policy*
- *Interactions with Children Policy*
- *Nutrition and Active Play Policy*
- *Occupational Health and Safety Policy*
- *Staffing Policy*

ATTACHMENTS

- Attachment 1: Responsible consumption of hot drinks at the service
- Attachment 2: Sample Food Safety Guidelines for display in food areas
- Attachment 3: Cake Stall Guidelines
- Attachment 4: Sausage Sizzle Guidelines

AUTHORISATION

This policy was adopted by the Approved Provider of on 13th October, 2015.

REVIEW DATE: 13TH OCTOBER, 2017

ATTACHMENT 1

Responsible consumption of hot drinks at the service

Services should adapt this attachment and its procedures to suit their specific circumstances.

Scalds and burns from hot liquids are a common cause of hospital admission in 0 to 4 year olds. A child's skin is thinner and more sensitive than an adult's and will therefore experience a more severe burn (refer to *Sources*: Kidsafe fact sheet). Children's natural curiosity, impulsiveness, mode of reaction and lack of experience in assessing danger are contributing factors to the vulnerability of children at this age.

Common scenarios that can lead to a child being scalded include when a child pulls a cup of tea, coffee or hot water from a table or bench, or when a child runs into a person holding a hot drink resulting in the hot drink spilling over the child's body.

The consumption of lukewarm drinks or the use of lidded cups/mugs in areas accessed by children should be considered with caution, as this is not necessarily a safe practice and might give the impression that it is acceptable to consume hot drinks around children.

GENERAL GUIDELINES

The Approved Provider, Nominated Supervisor and all staff are responsible for:

- ensuring that hot drinks are only prepared and consumed in areas inaccessible to children, such as the kitchen, staffroom and office. Drinks only to be transferred between rooms in lidded travel cups/mugs.
- ensuring that hot drinks are not consumed in rooms, outdoor areas or any other area where children are in attendance or participating in the program
- informing parents/guardians on duty, visitors to the service, students, volunteers and any other person participating in the program of the service's hot drink procedures and the reasons for such procedures
- ensuring that children enrolled and participating in the program do not have access to areas of the building that are likely to be hazardous, including the kitchen, staffroom and office
- ensuring that parents/guardians attending the service actively supervise children in their care who are not enrolled in the program, including siblings
- ensuring that at least one educator with current approved first aid qualifications is in attendance and immediately available at all times that children are being educated and cared for by the service
- educating service users about the prevention of burns and scalds by providing relevant information (refer to *Sources*: Burns and scalds – children and Kidsafe fact sheet), including appropriate first aid for scalds
- implementing safety procedures in relation to hot drinks at service events occurring outside operational hours, including:
 - offering alternative drinks for adults e.g. juice, water or iced coffee
 - safely locating urns, kettles and power cords out of reach of children
 - preparing and consuming hot drinks in an area inaccessible to children
 - ensuring a person with current approved first aid qualifications is in attendance for social events held outside operational hours.

Food safety rules

health



Cold storage

- Cold food must be at 0°C or colder
- never refreeze the frozen food
- Check the temperatures of frozen and cold storage areas regularly
- If your food is your "cook and eat" type, and before you eat it, ready to eat food

Cooking food

- Use a thermometer to make sure food is thoroughly cooked and the centre reaches 75°C
- Hot food must be held at 60°C or hotter
- Check that only clean pots and pans that have been washed and dried are used

Preparation

- Use the time that takes to keep your hands clean as a guide when you return to the refrigerator
- Wash your hands for 20 seconds with soap and water for 20-30 seconds if you have been to the toilet

Cooking food

- High-moisture foods such as soups and stews should be kept at 60°C or hotter
- Low-moisture foods should be kept at 5°C or colder
- Large portions of food take longer to cook. Use an extra 10% to 20% extra cooking time

Cross-contamination

- Cross-contamination occurs when harmful bacteria or allergens are transferred from one food, surface, hand or object to another food, surface or object
- To avoid cross-contamination:
 - Keep raw food separate from cooked or ready-to-eat food
 - Use separate knives and cutting boards for raw meats and cooked or ready-to-eat food

Cleaning

- Use clean, wet and dry cleaning cloths, equipment and surfaces
- Clean and disinfect cutting boards, knives and other tools regularly
- Wash hands thoroughly and regularly

For more information call 1 300 364 362
www.health.vic.gov.au/foodsafety



Department of Health



Cake stalls

You need to know ...

If your group is selling:

- cake or food solely for the purposes of raising funds for a charity or
- as a not-for-profit activity

then you may be able to you, understand your responsibilities under the Food Act 2014, and your roles and responsibilities.

If a volunteer makes a cake at home and displays it for sale at a community cake stall, that person is not selling the food.

While everyone is encouraged to have a food safety program, you may not need to register their home as food premises with the council.

Food premises classes

The Food Act controls the sale of food in Victoria. Its main purpose is to protect people from foodborne illnesses.

The Act classifies different types of food premises into four separate classes based on the 'food safety risk' of the highest risk food handled, actually. Different requirements for each class of food premises are detailed which must be done to make sure that food sold is safe to eat.

Of course, your group is free to run any type of food activities, as long as you meet the food safety requirements that apply to the premises class you have the relevant approval under the Food Act.

Cooked cakes without cream fillings – class 4

Cake stalls selling only cooked cakes that do not contain filling made from cream or uncooked eggs are class 4 premises.

Class 4 premises are low risk premises, as most cakes do not require refrigeration. They may also sell other simple baked goods such as scones.

Class 4 premises face the lowest level of regulation, due to the low food safety risk involved.



If you are selling the sort of cake or cakes goods from a stall, you need to complete a short notification form about your temporary food premises. Get this to your national council (see below). Contact council to obtain this form.

The notification is a class 4 requirement. It does not need to be submitted annually or each time you operate.

When the form has been accepted by your national council, you can operate the stall in any council district under the Food Act, provided that you display a statement of food safety to the council about where and when you will be operating. Contact your national council to obtain the statement of food form or download it from www.health.vic.gov.au/foodsafety.

You are not required to have a food safety program or a food safety supervisor.

Any council whose territory you operate may request your stall at any time – for a specific event to make sure that food is safe, or if any complaints are received.

Free food handler learning program

Volunteers are encouraged to complete the free online learning program www.foodsafely.vic.gov.au to increase their knowledge of safe food handling.

The program is informative and fun. It takes about an hour to complete the six lessons on food safety and a final quiz. Participants who score more than 80 percent on the quiz are awarded a certificate.

You can find the program at <http://www.foodsafely.health.vic.gov.au>



Department of Health

Useful information for cake stalls

Visit the Food Safety website for more information about running cake stalls – www.health.vic.gov.au/foodsafety

For more information about operating food stalls – www.health.vic.gov.au/foodsafety/venuesandlicences

Cakes with cream fillings

If you plan to use cream filled cakes to sell from your stall or fair stand, you need to follow the rules for cakes with cream fillings. Contact your council and discuss food safety rules with you.

These cakes remain safe throughout the food handling process, including their preparation, storage and transport, to keep them safe.

If they are not handled properly, it is dangerous for the business selling these cakes to continue to supply them.

When considering your food handling process, these cakes have been shown to cause serious illness and even death.

If you plan to use cream filled cakes to sell from your stall or fair stand, you must contact your council for approval.



Which is your 'principal' council?

Under the state-wide system, one council must be primary responsible for accepting the full burden of your class 4 compulsory food controls. The council is your principal council. It is the council you must contact for your stall.

- routinely prepares or stores food that is to be sold at the stall or
- if you do not have a licence that is part of the food control system prepared or stored by another of the organisations because the cakes are made off premises by you, their and delivered to the stall or purchased elsewhere – the council in which you usually store the equipment for your stall or
- if none of the above apply – the council where your goods contact with each other.

Contacts

Council Health Units

Find councils at www.dpcd.vic.gov.au/localgovernment/find-your-local-council

Department of Health

www.health.vic.gov.au/foodsafety
email: foodsafety@health.vic.gov.au
phone: 1300 364 352

For more information on food safety contact your council or call 1300 364 352

For more information on food safety contact your council or call 1300 364 352



Guide to food safety regulation for community groups

Sausage sizzles

Sausages, onions, sauce and bread only

You need to know ...

If your community group:

- sells food solely for the purposes of raising funds for charity;
- is a not-for-profit body;

then you may be able to apply for an exemption from the Food Act 2004, and your food handlers, food safety and hygiene classes.

Food premises classes

The Food Act controls the sale of food in Victoria. It sets standards to protect people from food-borne illnesses.

The Act requires different types of food premises to follow specific classes based on the food safety risks of the highest risk food handled, actually. Different requirements for each class of food premises result in different food safety programs to make sure that food is safe to eat.

How are our sausage sizzles affected?

Sausage sizzles where only sausage, onion, sauce and bread are cooked and served are classified as class 1 – the lowest level of regulation.

If you are running a sausage sizzle as a fundraiser, you need to complete a Food Act risk factor form. Give this to your local council. You can also register as a community fundraising activity at a council office to ensure that the group runs regularly or once off.

If you are a fundraiser:

- you do not have to have a food handler course for staff. Contact your council for more information. The notification is a once-off requirement. It does not have to be renewed each year, or each time you operate.

- when this has been accepted by your principal council, you can then operate in any council area in Victoria under the Food Act provided that you lodge a statement of food safety, that council about where and when you will be operating. Contact your council council to obtain the statement of food form, or download it from www.health.vic.gov.au/foodsafety

As a class 1, you may also carry out any other class 1 food activities, such as selling bottled water or soft drink.

From class to class 1 means you must become a class 1. You must contact your council as a food safety class 1 to class 1 program.

Any council where you operate may request your insurance policy – for a specific time to make sure that food is safe, and any complaints are covered.

You are not required to have a food safety program or a food safety assessment.

Of course, your group is also free to run food activities that fall into other food premises classes, as long as you meet the food safety requirements that apply to that class and have the required approvals under the Food Act.

Free food handler learning program

Community volunteers are encouraged to complete the free online learning program, defoodssafety to increase their knowledge of safe food handling techniques.

The program is informative and fun. It covers basic information to complete and refresh knowledge on food safety and a final quiz. Participants who score more than 90 percent on the quiz are awarded a certificate.

You can find the program at <http://defoodssafety.health.vic.gov.au>



Department of Health

Useful tips for sausage sizzles

Visit the Food Safety website for some useful tips for sausage sizzles — www.health.vic.gov.au/foodsafety

For more information about operating from food vans and stalls — www.health.vic.gov.au/foodsafety/bus/mobile.htm

'Principal' Council Health Unit

This is the council in whose district your group routinely prepares or stores food sold from the stall or van.

If you do not have such a place (e.g. because food is stored at home by volunteers, or if it is purchased beforehand), it is where the group usually stores the equipment for the stall, or garages the van.

If none of these apply to your group, it is the council in which your group's contact address is located. (Your principal council may — or may not — be the district in which you trade.)

Contacts

For sausage sizzles at permanent premises contact your
Local Council Health Unit

For sausage sizzles at food vans or stalls contact your
'Principal' Council Health Unit

Find councils at www.dpcd.vic.gov.au/localgovernment/find-your-local-council

Department of Health
www.health.vic.gov.au/foodsafety

email: foodsafety@health.vic.gov.au

phone: 1300 364 352

To receive this document in an accessible format phone
Health Protection Branch on 1300 364 352.

Authorised and published by the Victorian Government,
50 Lonsdale St, Melbourne.

© Department of Health, October 2011 (1109031).