

HOW TO HAVE A SAFE SCHOOL EVENT

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THE REGULATION

The Food Premises Regulation (under the Health Protection and Promotion Act of Ontario, 1990) applies to functions where food is provided and the general public is admitted. For example, it will apply if you sell tickets that anyone can purchase, or if anyone off the street can pay a fee to enter and participate in the meal you are providing. The Regulation will also apply if a school is providing food to their students and/or parents. Bake sales are also not permitted in schools under the Food Premises Regulation.

The Regulation does not apply to private functions. For example, if someone rents the hall for a family function and provides the food themselves, or if the staff are having a private function that does not involve students and/or parents.

If the Regulation applies to your school function, what does that mean?

- ◆ All food must be prepared in a kitchen that has been inspected and approved by a Public Health Inspector (PHI) from your local Health Unit. In Brantford and Brant County, that is the Brant County Health Unit.
- ◆ Food cannot be prepared in a home kitchen and transported to the function.



Safe Food Handling Certificate



If meals for the public are prepared, the designated “manager” of the kitchen must hold a valid Food Safety Certificate. This is required by both Brantford and Brant County by-laws. The course is offered through the Brant County Health Unit or any other Public Health Unit in Ontario.

Safe Food Handling

The main reason for these regulations is so that people do not become ill with food poisoning. Every year in Canada thousands of people develop food poisoning. They can be sick for a few hours to a few days. Some people even die as a result of food poisoning. Most cases are caused by food handled or prepared at home. The second most common source of foodborne illness is food provided through community or social functions.

Food that is contaminated with organisms that cause food poisoning does not look, smell or taste bad. You cannot tell if it will make someone sick. The only way to be sure the food you are preparing is safe is to follow safe food handling procedures.

When you Shop



Buy cold food last. Get home fast!

- ◆ On a shopping trip, buy food last, and your cold and frozen food last of all. Take food straight home to the refrigerator. Never leave food in a hot car!
- ◆ Don't buy food in poor condition. Make sure refrigerated food is cold to the touch. Frozen food should be rock-solid. Canned goods should be free of dents, cracks or bulging lids, which can indicate a serious food poisoning threat.
- ◆ Don't buy anything you won't use before the “best before” date.
- ◆ Buy all food from a reputable and approved source. This means no farmers eggs or homemade goods.

When you store food...

Keep it safe. Refrigerate.

- ◆ Check the temperature in your refrigerator with an appliance thermometer – you can buy one at a department or hardware store. To keep bacteria from multiplying, the refrigerator should run at 4°C (40°F). The freezer unit should be at -18°C (0°F). Generally, keep your refrigerator as cold as you can without freezing your milk or lettuce.
- ◆ Freeze fresh meat, poultry or fish immediately if you can't use it within a few days.
- ◆ Put packages of raw meat, poultry or fish on plates before refrigerating so their juices won't drip on other foods. Raw juices often contain bacteria. Store them below foods that don't require further cooking (such as salads).
- ◆ Always keep hot things hot and cold things cold.

When you prepare food...

Keep everything clean. Thaw in the refrigerator.

- ◆ Always wash your hands in warm soapy water before preparing food.
- ◆ Bacteria can live in kitchen towels, sponges and cloths. Wash these often.
- ◆ Keep raw meat, poultry and fish and their juices away from other food.
- ◆ Wash your hands, cutting board and knife in hot soapy water after cutting up chicken and raw meat, and before using the utensils for other food.
- ◆ Thaw food in the refrigerator or microwave oven, not on the kitchen counter. At room temperature, bacteria can grow in the outer layers of food before the inside thaws. Marinate in the refrigerator too. When thawing food in microwave ovens, be sure to use micro-wavable containers and cook food immediately after defrosting.

When you're cooking...

Cook thoroughly.



- ◆ Follow the cooking temperatures in this chart.

Minimum Cooking Temperatures			
Product		Temperature	
Poultry	Whole	82 °C	180°F
	Ground	74 °C	165°F
	Other	74 °C	165°F
Pork		71 °C	160°F
Meat	Ground, other than poultry	71 °C	160°F
Fish		70 °C	158°F
Other Hazardous Food		74 °C	165°F

All temperatures must be maintained for at least 15 seconds.

Reheating:

Hazardous food must be reheated to the original cooking temperature **except** whole poultry, which can be reheated to 74°C (165°F).

Fish:

Fish intended to be consumed raw must be held at -20°C for 7 days or -35°C for 15 hours.

Cold Holding:

4°C or less
(40°F)

Hot Holding:

60°C or more
(140°F)

Freezer:

-18°C or less
(0°F)

If you are using a steam table to keep items hot, you must ensure:

- ◆ The water in the table is potable (drinkable). It must be free from chemicals and changed frequently.
- ◆ The table is hot before the food is placed on it.
- ◆ Lids are used to keep items warm. The food must be held at 60°C or higher.
- ◆ The food is hot prior to being placed in the steam table. Do not use the table to warm up cold food.



Cooking Ahead:

- ◆ When you cook ahead, divide large portions of food into small, shallow containers for refrigeration. This ensures safe, rapid cooling. Hot items placed in containers more than 5cm deep can take many hours to cool in the center, which allows bacteria to multiply. This can possibly lead to illness.
- ◆ Do not allow things to cool on the counter after removing them from a hot stove or oven for more than 30 minutes. As soon as they can be safely handled without risk of burning, they should be put in the fridge. Hot items placed in the fridge will not cause other items in the fridge to go bad.

When you serve food...

Never leave it out for more than two hours.

- ◆ Use clean dishes and utensils to serve food, not those you used when preparing raw food.
- ◆ Never leave perishable food out of the refrigerator for more than two hours. Bacteria that can cause food poisoning grow quickly at warm temperatures.
- ◆ Party time? Keep cold party food on ice or serve it on platters from the refrigerator.
- ◆ Divide hot party food into smaller serving platters. Keep platters refrigerated until it's time to warm them up for serving.

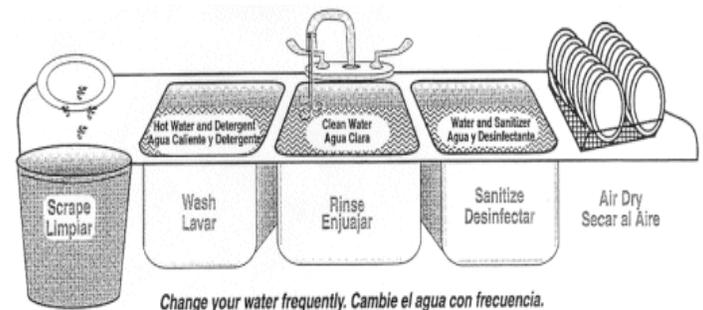
When you handle leftovers...

Use small containers for quick cooling.

- ◆ Divide large amounts of leftovers into small, shallow containers for quick cooling in the refrigerator. Don't pack the refrigerator – cool air must circulate to keep food safe.
- ◆ With stuffed poultry or meats, remove stuffing and refrigerate it in separate containers.
- ◆ Bring sauces, soups and gravy to a boil. Re-heat other leftovers thoroughly to 74°C (165°F).
- ◆ Microwave leftovers with an approved lid or plastic wrap for thorough heating.

Dishwashing

All items must be washed, rinsed in clean water then sanitized after each use. Sanitizing means soaking the item for at least 45 seconds in tepid (not hot) water with household bleach. You do not need to use a lot of bleach – only 2 ml to 1l of water (approximately 1 tsp of bleach to each quart of water). Do not rinse the items after they have been sanitized. Allow them to air dry if possible before they are put away. Do not put bleach in the same water as the detergent.



Handwashing

Handwashing is the most important means of preventing food poisoning. Anyone working in the kitchen or serving food must wash their hands thoroughly.

Always wash your hands.

- Before starting work
- After returning from a break or the washroom
- After eating, smoking, or blowing your nose
- When changing tasks (for example, after cutting up chicken or handling raw food, and prior to handling food that will have no further cooking done to it)

When washing hands always use warm water, liquid soap (do not use bar soap) and paper towels (not cloth towels).



Cross contamination

Cross contamination happens when surfaces that are contaminated with germs come in contact with surfaces (or food) that were clean. Be very aware of what gets contaminated by raw or hazardous food. Tongs used to handle raw meat should not be re-used on the cooked product, unless they are properly washed and sanitized first. The same goes for basting brushes, and marinades, cutting boards, utensils, plates, etc...

Wet dishcloths or sponges, or used tea-towels contain high numbers of bacteria. When you think you are cleaning up a surface by using one of these items you may actually be adding more germs instead! Use a clean cloth kept only for cleaning food surfaces in the kitchen. To clean up a work area, wash it with soap and water if necessary (for example, if it is greasy) then spray the area with bleach and water solution. Keep a plant spray bottle handy. Fill it with water and add 1 capful of household bleach. Use this to clean work surfaces before you begin food handling and to clean up after messy tasks. Allow this to sit on the work surface (air drying if possible) for a couple of minutes, which gives the bleach time to kill any bacteria that may be present.

Working Together



For a Healthy Tomorrow

Your Public Health Inspector and you...

When a Public Health Inspector inspects a kitchen they look for things like adequate refrigeration (is the fridge big enough to hold all the food you plan to prepare and keep it at a safe temperature?); cleanliness; safe food storage; smooth, washable work surfaces; two or three compartment sinks and/or a separate handwash sink; and clean bathrooms supplied with hot water, liquid soap and paper towels in dispensers. (This is not a complete list, but touches on the main requirements. A Health Inspector will be able to discuss complete requirements during their visit.)

Many existing school kitchens have been inspected and approved already. If you are unsure about yours, please call us. We will work with you to ensure your kitchen has what is required to prepare safe meals for the public.

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