

# PERSONAL HYGIENE GUIDANCE FOR STAFF

These guidelines are given to all staff as part of their induction training.

## **Reporting Illness**

Tell the management if you are suffering from diarrhoea or vomiting or a food borne infection, skin rash, boils or other skin lesions, or a throat infection.

Also tell management if you have consumed a meal which caused food poisoning, or if someone else in your household has food poisoning.

## **Protective Clothing**

Always wear the clean protective clothing provided when working in food preparation areas.

## **Jewellery**

Do not wear jewellery (except a plain wedding ring) whilst handling food.

## **First Aid**

Cover any minor lesions (or cuts) with a waterproof dressing, preferably coloured blue

## **Smoking**

Smoking is not permitted in a food preparation room or whilst handling food.

## **Hand Washing**

Wash your hands frequently with soap (or detergent) in hot running water, using a nail brush as necessary. Use disposable paper towels or a hot air hand dryer for drying your hands. Keep your nails short and clean at all times.

Wash your hands:

- after using the toilet
- on entering the food room before handling food
- before and after cleaning
- after touching the nose, ears, mouth or hair
- between handling raw and cooked food
- after handling rubbish

## **General**

Observe all requirements of the management relating to food hygiene.

An individual may be prosecuted for an offence relating to personal hygiene.