

Canteen Policy

Purpose	This policy outlines the procedures for managing the canteen procedures for ordering, match day to ensure the safety and well-being of our Canteen Manager and volunteers. It aims to provide guidelines to ensure CJFC follow the required food safety standards.
Definitions	<i>CJFC – Croydon Junior Football Club</i>
Policy Overview	At CJFC, the safety of our community is paramount when handling and selling food.
Certification and Inspection	CJFC must be registered each year with the Maroondah City Council. Once the season has begun, it is the Canteen Managers responsibility to contact the council for an inspection 1300 88 22 33. Certification from the council is to always be on display in the canteen. It is recommended by the Maroondah City Council that the Canteen Manager (permanent volunteer/s) participate in a Food Safety 'Do Food Safely' online learning.
Canteen/BBQ	<u>Prior to service</u> All bench tops and equipment must be sanitised with a non rinse food grade sanitiser. <u>Cash Handling</u> Cash/EFTPOS is to be handled by only one person. If you are required to handle Cash/EFTPOS, you will need to wash your hands before handling food. <u>Serving Food</u> Food handlers' gloves must be always worn when handling food. If you have touched your face, clothes or rubbish, you must wash your hands and put on new gloves. Food must be stored in a container/bay maire that can be covered. Eg: bread/rolls in a closed container. <u>Food Temperatures</u> Dry food must be stored in a container to prevent pest activity, stored above 5°. All perishable food must be stored at below 5° or for frozen foods below -18°. Cooked food must be cooked internally above 60°. Food can be kept warm below 60° for 2 hours, at this time food can be returned to the fridge, to be reheated. Food that has been kept below 60° for 2-4 hours must be thrown out. <u>Temperature Checks</u> Temperature checks should be conducted throughout the shift to ensure we met the food safety requirements. <u>Volunteer Age Limit</u> Nobody under the age of 14 is allowed in the canteen at any time, for Food Safety Regulations and personal safety.
Conclusion	The CJFC is committed to ensuring providing safe food for all the football communities. For any questions regarding this policy, please contact croydonjnr@efnl.org.au .

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