

# Food Safety Policy- Instructor

## Goals and Definition

- The Goal of this Food Safety Policy is to
  - lessen the chance of someone getting sick from eating contaminated food
  - outline expectations for **instructors, program director and students** dealing with food products

## For Instructors:

- Instructors will present **proper hygiene**
  - Keep hands and arms clean (see handwashing guidelines below)
  - Maintain trimmed fingernails
  - Do not wear excessive jewelry on hands and arms
  - Any wounds should be properly covered with impermeable bandages and single use gloves for hands.
- Wear clean clothes and hair restraints (if necessary)
- No smoking
- **Instructors will not work** if they are feeling ill, and stop work immediately if symptoms occur while symptoms occur while already on site.
- **Instructors will report all injuries and illnesses** to the program director
  - Symptoms of foodborne illness include (FDA.gov)
    - Vomiting
    - Diarrhea
    - Jaundice
    - Sore throat with fever
    - Infected cuts and burns with pus
- Instructors should be well versed in **Alaska DEC food Safety and Sanitation guidelines** for their product. <https://dec.alaska.gov/eh/fss.aspx>
- Do not use a utensil more than once to taste food that is to be served.
- Instructors will practice regular **hand washing**
  - When
    - Before entering a food preparation area
    - Before putting on single use gloves and between glove changes
    - When changing tasks and switching between handling raw foods and working with Ready To Eat foods (RTE).
    - After handling soiled dishes, equipment, or utensils
    - After eating, drinking
    - After using the toilet
    - After sneezing, coughing, blowing nose
    - After using chemicals
    - After throwing out garbage
    - After caring for or handling animals, including aquatic animals like shellfish

- How
  - Wet hands with warm running water
  - Apply soap
  - Rub hands together for 20 seconds
  - Clean under fingernails & between fingers
  - Rinse thoroughly with warm running water
  - Dry hands
  - Hand antiseptics should be used in addition to proper handwashing not instead of.
- Where
  - In a designated handwashing sink

## Food Safety Policy-Student

### Goals and Definition

- The Goal of this Food Safety Policy is to
  - lessen the chance of someone getting sick from eating contaminated food,
  - outline expectations for **instructors, program director, and students** dealing with food products

### For Students:

- Students will present **proper hygiene**
  - Keep hands and arms clean (see handwashing guidelines below)
  - Any wounds should be properly covered with impermeable bandages and single use gloves for hands.
- No smoking
- **Students will not attend class** if they are feeling ill, and leave immediately if symptoms occur during class
- **Students will report all injuries and illnesses** to the instructor
  - Symptoms of foodborne illness include (FDA.gov)
    - Vomiting, Diarrhea, Jaundice, Sore throat with fever, Infected cuts and burns with pus
- Do not use a utensil more than once to taste food that is to be served.
- Students will practice regular **hand washing**
  - When
    - Before entering a food preparation area
    - Before putting on single use gloves and between glove changes
    - When changing tasks and switching between handling raw foods and working with Ready To Eat foods (RTE).
    - After handling soiled dishes, equipment, or utensils
    - After eating, drinking

- After using the toilet
- After sneezing, coughing blowing nose
- After using chemicals
- After throwing out garbage
- After caring for or handling animals, including aquatic animals like shellfish
- How
  - Wet hands with warm running water
  - Apply Soap
  - Rub hands together for 20 seconds
  - Clean under fingernails & Between Fingers
  - Rinse thoroughly with warm running water
  - Dry Hands
  - Hand antiseptics should be used in addition to proper handwashing not instead of.
- Where
  - In a designated handwashing sink

## Food Safety Policy-Program Director

### Goals and Definition

- The Goal of this Food Safety Policy is to
  - lessen the chance of someone getting sick from eating contaminated food
  - outline expectations for **instructors, program director and students** dealing with food products

### For Program Director:

- Will make sure instructors and students have received a copy of the food safety policy
- The Program Director will inspect the facility for cleanliness before class
  - Folk School surfaces and utensils are sanitized
  - Restrooms are cleaned
  - Garbage Cans are emptied before class
  - Handwashing stations are clearly marked, with hand washing protocols
  - Water Quality in building is acceptable
- The program director will inspect classroom equipment brought in by instructor
- Program Director will follow FDA guidelines for responsibility and reporting guidelines <https://www.fda.gov/food/retail-food-industryregulatory-assistance-training/retail-food-protection-employee-health-and-personal-hygiene-handbook#introduction>
- Program director will be responsible for Garbage Removal