



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 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