

## **USE OF KITCHEN FACILITIES 2018**

Several changes in the use of the kitchen have been introduced following the Health, Safety and Hygiene audit in 2017.

### **Club Members**

- There is a water cooler and hot drinks machine in the main clubhouse for use by members and visitors.
- Individual members are welcome to use the urn in the kitchen to make teas and coffees. There is an honesty tin for payment of 50p per cup. Place the used crockery on the draining board in the kitchen.
- For groups see below
- Please use the correct door when entering or leaving the kitchen.

### **Group Catering e.g. bridge, tournaments, league matches, SWCA**

- Visitors are not permitted in the kitchen.
  - All hot drinks and food should be served from the tables in the main clubhouse.
  - Only authorised personnel (H&S 2 qualified and their nominees) are permitted in the kitchen if and when food preparation from raw materials is in progress.
  - All food items served should be recorded in the yellow file on the kitchen windowsill.
  - Allergy information can be found in the yellow file.
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- ❑ We would ask that you follow the Kitchen Rules to ensure it is a safe and healthy place for everyone.
  - ❑ The club can accept no liability for non compliance with current Health and Safety guidelines.

If you have any suggestions or require further information regarding using the kitchen facilities or outside catering for an event, please contact the clubs House Committee Chairman - Judith Heaney.

**This is your club and we appreciate your assistance in keeping everyone safe - thank you.**