

## HAZARD ANALYSIS POLICY

### RATIONALE

Managers and staff are responsible to ensure the safety of all persons using the service and working in the early years centre. A systematic approach to the control of potential hazards within the early years centre should be devised. A hazard may be biological, chemical or physical.

### AIM

The aim of Killermont Primary Nursery Class is to identify problems before they occur and establish mechanisms for their control at the stages in food production critical to ensuring food safety. Control is proactive, since the identification of potential hazards and preventative measures and the establishment of monitoring procedures in advance means that the hazard should not occur.

### OUTCOMES

- Staff must implement the seven principles of HACCP (Hazard Analysis Critical Control Point) see attached list

### ROLES AND RESPONSIBILITIES:

#### Senior Staff

- Monitor and evaluate control measures used within the Early Years Centre to ensure safe practice related to food.

#### All Staff

- Follow Scottish Food Co-ordinating Committee Guidelines adopted by EDC.
- Develop effective procedures to ensure high standards of food safety are observed.

### RESOURCES

Risk Assessment for the Smaller Food Business – Scottish Enterprise Tayside working group and The Scottish Food Co-ordinating Committee.

### CROSS-REFERENCES:

The Child at the Centre	4.1
National Care Standards	2.4, 3.4,

In our centre responsibility for implementing this policy is:	
First Draft	Date: 2002/03
Consultation with Early Years Community	Date: 2002/03
The policy was created on:	Date: 18 April 2005
The policy was reviewed on:	Date: 24.11.16
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