

Screen 1



Personal hygiene

Screen description

This screen shows a kitchen scene with a number of hazards to food safety as a result of poor personal hygiene and habits. As a starting point students are encouraged to look at the screen and suggest things that might be potential hazards.

Teacher

Hazards include

1. Smoking over food
2. Wearing jewellery
3. Long hair uncovered by a cap or hair net
4. Licking fingers to taste food
5. Boil on face uncovered
6. Dirty clothing

Screen 2

Personal hygiene

SECTION 5 OBJECTIVES

1. Identify the importance of personal hygiene in the workplace
2. Recognise good personal hygiene practices
3. Explain how poor personal hygiene practices can cause contamination of food
4. State the legal obligations in relation to personal health and hygiene

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Section 5 objectives

Screen description

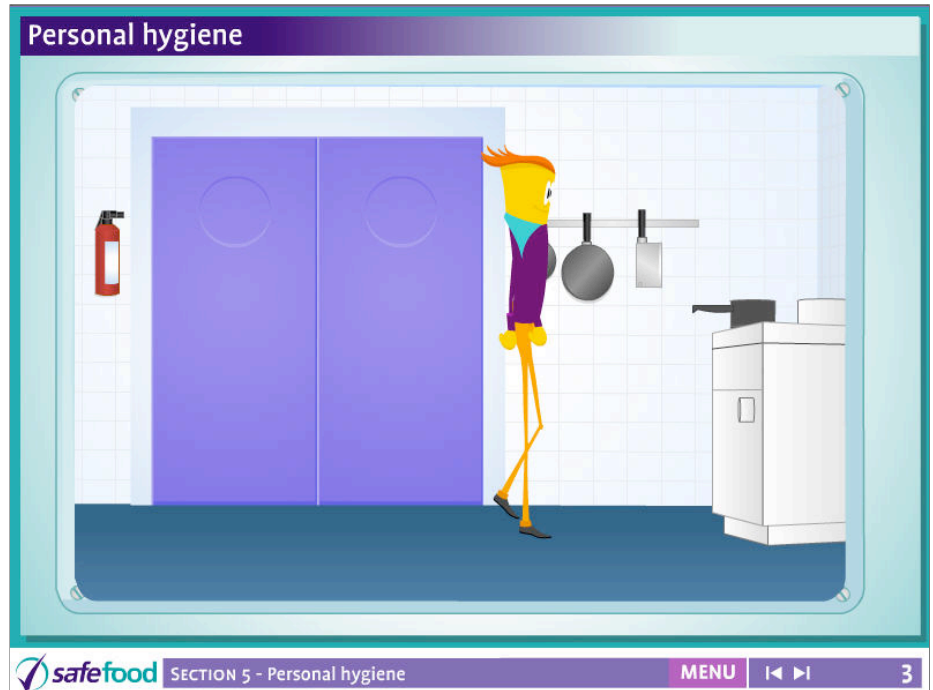
This screen lists the objectives of the chapter.

1. Identify the importance of personal hygiene in the workplace
2. Recognise good personal hygiene practices
3. Explain how poor personal hygiene practices can cause contamination of food
4. State the legal obligations in relation to personal health and hygiene.

Teacher

Outline the objectives of Session 5.

Screen 3



Personal hygiene

Screen description

This screen lists the objectives of the chapter.

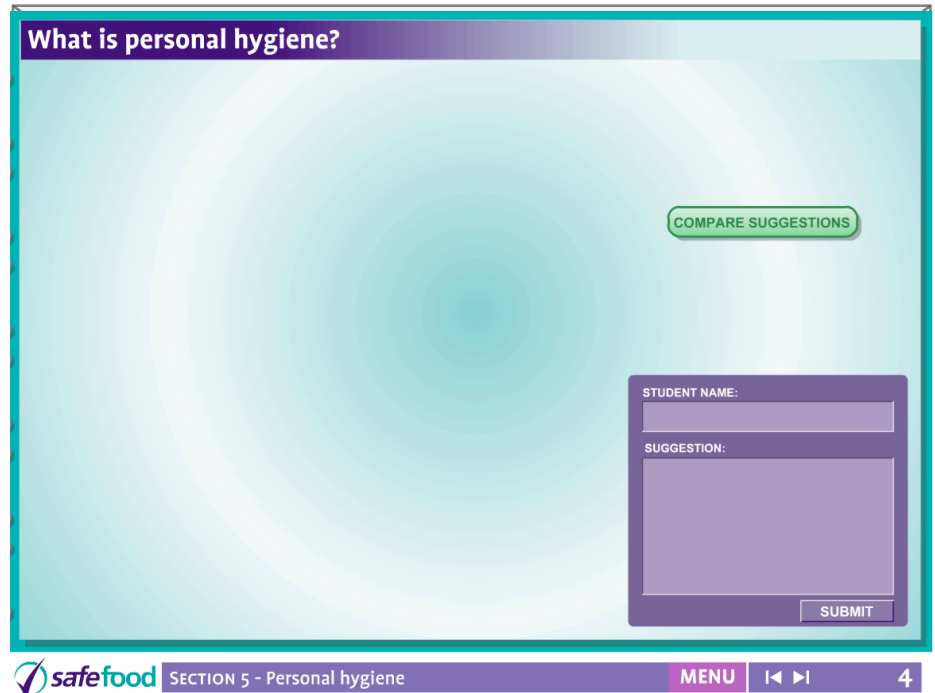
Teacher

To begin the discussion ask the students the questions below.

1. Did you know that you can act as a carrier of food poisoning?
2. Did you know that you have a moral and legal responsibility not to contaminate food?

A carrier is a person who carries food poisoning bacteria without suffering symptoms.

Screen 4



What is personal hygiene?

Screen description

Interactive suggestion screen.

Teacher

This screen allows the teacher to display suggestions from the students on screen. In the box on the right fill in the student's name and their suggestion. When you click 'submit' the student's name and suggestion appear from the left.

Ask the students the following questions:

1. Are you a food worker?
2. Is a kitchen porter a food worker?
3. Is a bar person a food worker?

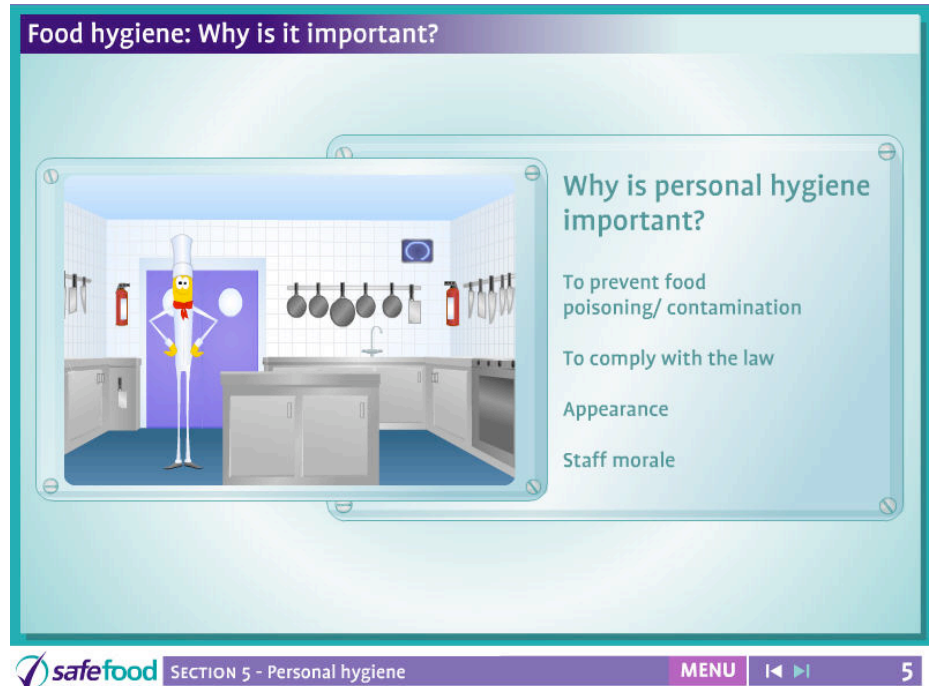
Personal hygiene when working with food involves:

1. Keeping yourself clean and tidy when working with food, including the hair and especially the hands

2. Avoiding unhygienic habits
3. Wearing clean protective outer clothing and keeping hair covered
4. Washing your hands regularly throughout the work period. Always wash your hands when they are likely to be contaminated, for instance after going to the toilet or after handling raw meat or poultry
5. Reporting symptoms of food borne illnesses or any illnesses with similar symptoms to your employer

Food workers have a moral and legal responsibility to ensure that they do not contaminate food. One of the characteristics of a good food worker is a positive attitude towards hygiene and a willingness to help maintain a high standard at the workplace.

Screen 5



The screenshot shows a presentation slide with a light blue background. At the top, a purple header bar contains the text 'Food hygiene: Why is it important?'. Below this, there is a central image of a kitchen with a cartoon chef character standing in the middle. To the right of the image, a text box contains the following text: 'Why is personal hygiene important?' followed by a bulleted list: 'To prevent food poisoning/ contamination', 'To comply with the law', 'Appearance', and 'Staff morale'. At the bottom of the slide, there is a purple footer bar with the 'safe food' logo, the text 'SECTION 5 - Personal hygiene', a 'MENU' button, navigation arrows, and the number '5'.

Why is food hygiene important?

Screen description

Screen lists points on the importance of food hygiene.

Teacher

Discuss the points with the students.

Why is personal hygiene important?

1. To prevent food poisoning / food contamination
2. To comply with the law
3. Appearance
4. Staff morale

Appearance and staff morale

It is off-putting for customers to observe those handling or serving the food they are about to eat if the staff member shows little regard for his or her own personal hygiene standards. On

the other hand, a clean appearance creates a good impression and is good for business.

Screen 6

What is a carrier?

WHAT IS A CARRIER?
A person who harbours, and may pass on, harmful bacteria, even though that person may show no signs of illness

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What is a carrier?

Screen description

Animation of people line up, showing that any one could potentially be a carrier.

Teacher

Emphasise that if the students do not have good personal hygiene they too could act as carriers of food poisoning bacteria.

A carrier is a person who harbours, and may pass on, harmful bacteria even though that person may show no signs of illness. It is possible to have become infected without having felt sick at all.

Some people recovering from sickness, such as *Salmonella* food poisoning, may be carriers for a number of months.

Route of contamination

Bacteria are found in faeces, urine, in the nose, mouth, hair, cuts, etc. Bacteria may be transferred to the hands which are the most common means of transferring food poisoning

bacteria from our bodies onto food. If the contaminated food is eaten, this may result in food poisoning.

Screen 7



Food poisoning bacteria

Screen description

Interactive screen showing different types of food poisoning bacteria.

Teacher

Click on the bacteria icons listed to change the information on screen. The area of the body is highlighted, a microscopic image of the bacteria is shown, and you can click to hear the name pronounced.

People can be carriers of food poisoning bacteria. For example:

Staphylococcus aureus In our hands, hair, ears, nose, mouth, throat, in septic cuts, spots and boils

Clostridium perfringens In the intestines

Escherichia coli In the intestines

Salmonella In the intestines

8 screen

The screenshot shows a presentation slide with a purple header 'Personal hygiene and the law'. The main content is in a light blue box with a white border. It contains the following text:

PERSONAL HYGIENE AND THE LAW

Food workers are required to maintain a high degree of personal cleanliness, to wear suitable clean clothes and, if necessary, protective clothing.

It is an offense for an employee of a food business to fail to comply with Annex 11 of the Regulation EC no. 852/2004.

To the right of the text box is a cartoon illustration of a judge in a black robe and white wig, holding a gavel. Behind the judge are the large blue letters 'THE LAW'. At the bottom of the slide, there is a purple footer with the 'safefood' logo, the text 'SECTION 5 - Personal hygiene', a 'MENU' button, navigation arrows, and the number '8'.

Food hygiene & the law

Screen description

The screen shows points about food hygiene and the law.

Teacher

This screen should be treated as an introduction to the next screens.

Personal hygiene and the law

Food hygiene legislation places a legal responsibility on food workers, proprietors and visitors to maintain a high degree of personal cleanliness.

Keep their body clean

Food workers should wash or shower daily to remove the layers of dirt, dead skin, sweat and bacteria that build up on the body which can be passed onto food.

New law requires that:

Food workers are required to maintain a high degree of personal cleanliness and wear suitable clean clothes, and, if necessary, protective clothing.

It is an offense for an employee of a food business to fail to comply with Annex 11 of the Regulation EC no. 852/2004.

Screen 9



Hand washing – before

Screen description

Interactive screen on hand washing.

Teacher

This screen asks the students to complete the sentence 'Hands should be washed before...' Ask the students to suggest answers. When you are ready to move on, click the 'reveal' button to see a list of answers.

Wash hands regularly

Food workers are legally obliged to wash their hands after visiting the toilet. Toilet paper is porous and can cause the hands to become contaminated with dangerous bacteria even when soiling on hands is not visible. Forearms must also be washed regularly if they are uncovered while at work.

It is also necessary to wash hands before

1. Starting work

2. Handling food, especially if cooked or ready-to-eat

3. Changing from one job to another

Hands must be washed at a wash hand basin supplied with running hot and cold water. Liquid bacterial soap and an approved means of hand drying should be used. The hands, front and back and the gap between the thumb and forefinger must be washed using a rubbing action. It is not satisfactory to run fingers under the tap and then to dry hands on uniforms. Hands should be thoroughly dried.

Screen 10

Hands should be washed...

HANDS SHOULD BE WASHED AFTER...

- Using the toilet
- Handling raw food
- Sneezing, coughing, blowing your nose
- Touching eyes, nose, face, hair, mouth, cuts
- Smoking, coffee/lunch breaks, cleaning duties
- Handling money, waste

Separate sinks need to be available for handwashing

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Hand washing – after

Screen description

Interactive screen on hand washing.

Teacher

This screen asks the students to complete the sentence 'Hands should be washed after...' Ask the students to suggest answers. When you are ready to move on, click the 'reveal' button to see a list of answers.

It is also necessary to wash hands after

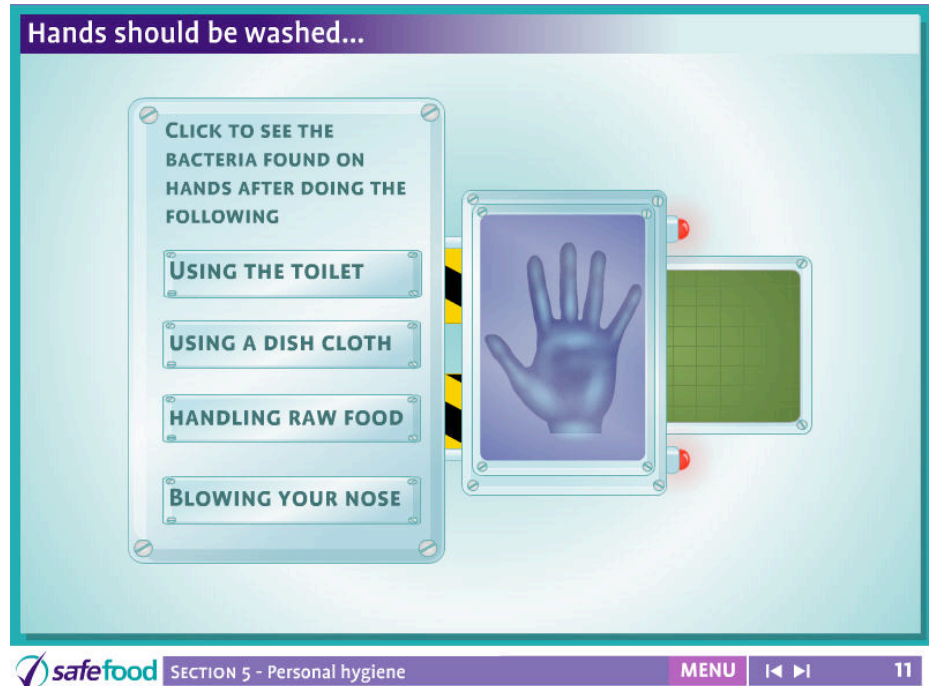
1. Handling raw meat and vegetables
2. Sneezing, coughing, blowing nose
3. Touching eyes, nose, face, hair, mouth, cuts
4. Smoking, coffee/lunch breaks
5. Cleaning duties, handling money, waste

Hands must be washed at a wash hand basin supplied with running hot and cold water. Liquid bacterial soap and an approved means of hand

drying, e.g. disposable paper towels, must be provided. The hands, front and back, and the gap between the thumb and forefinger must be rubbed. It is not satisfactory to run fingers under the tap and then to dry hands on uniforms.

Separate sinks need to be available for hand washing.

Screen 11



Hand scanner

Screen description

Interactive hand scanner screen.

Teacher

Click the buttons on the left to see the bacteria left on a hand after different situations.

Screen 12

How to wash hands properly

- A. Always use a hand basin provided solely for washing hands
- B. Use comfortably hot water, rub your hands vigorously to work in the soap
- C. Don't forget the areas in between your fingers and around your wrists
- D. Rinse your hands before drying them



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How to wash hands properly

Screen Description

The screen shows points relating to hand washing.

Teacher

Explain the procedure that should be used when washing hands.

How to wash hands properly

- Always use a hand basin provided solely for washing hands
- Use comfortably hot water, rub your hands vigorously to work in the soap
- Don't forget the areas in between your fingers and around your wrists
- Rinse your hands before drying them

Screen 13



Protective clothing

Screen description

This screen show points in relation to protective clothing.

Teacher

Read through the information making reference to what the students wear in different work situations - lab coats, aprons etc.

Ask: What characteristics make clothing suitable as a uniform for a food worker?

Answer:

- It must include suitable hat/cap and/or hairnet protecting all hair
- It must be pale in colour so that any dirt is clearly visible
- It must be washable
- It must have no external pockets
- Uniforms should be fastened by means of studs, Velcro or zips (to avoid the risk of

buttons coming loose and causing physical contamination of food)

Where possible use disposable gloves, tongs, scoops or any other utensil which reduces direct contact with food.

Ask: Why do we wear protective clothing: Is it to protect us from the food or the food from us?

Wear clean outer clothing

Personal clothing can be easily soiled and can carry harmful bacteria. Clean protective clothing must be worn by food workers to protect the food from contamination by bacteria, dust, fibres and hair. It also offers personal protection from burns and other injuries. Protective clothing must not be worn outside the work-place. It must be put on in the staff cloakroom before work commences.

Long hair must be enclosed in a hair net. All food handlers must wear a hat or cap which completely covers the hair. Beards must be kept trimmed or covered. Food workers

carrying meat carcasses must also wear covering for the head, neck and shoulders.

Unnecessary handling of food

There may be times when direct contact with the hand cannot be avoided.

Where suitable:

- a) Disposable gloves may be used
- b) Tongs, scoops and other utensils may be used

Tongs are particularly useful in service areas when handling high-risk foods. Ice scoops should be provided with a suitable clean storage container so that the handle does not contaminate the ice.

Screen 14



Food workers must not wear

Screen description

The screen shows what food workers must not wear.

Teacher

Discuss points with students.

Long nails (they are hard to keep clean and break easily)

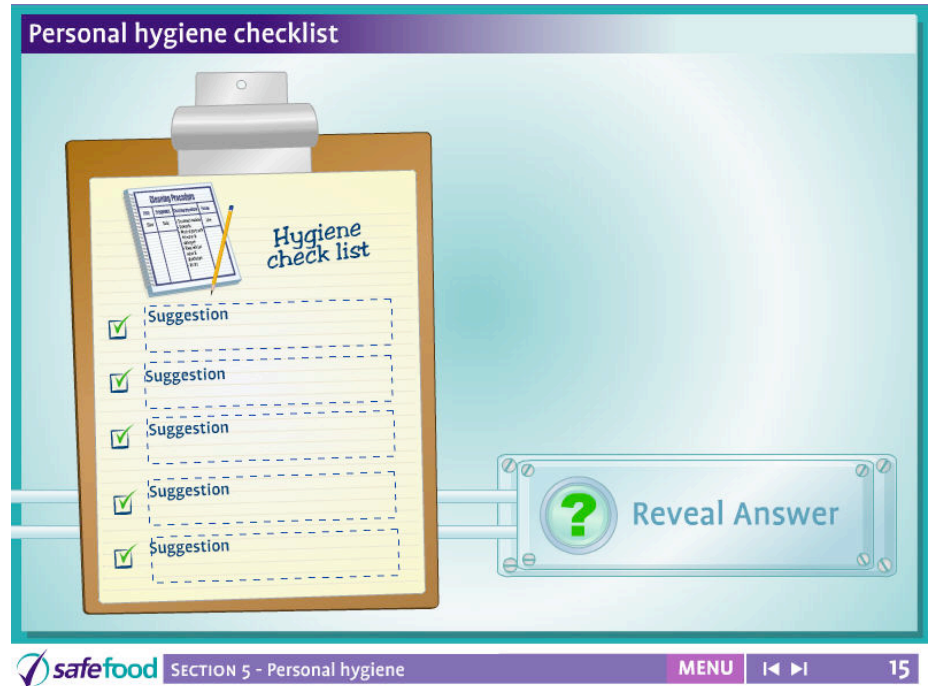
Nail varnish (hides dirt and chips off)

Watches and jewellery (hold dirt, harbour bacteria and stones etc., may fall off)

Perfume/aftershave (it may taint food)

It is important to remember that food workers can also be prosecuted for breaches of the food hygiene legislation which may result in them having a criminal record. Food workers may be fined for each offence and/or serve time in prison.

Screen 15



Personal hygiene checklist

Screen description

Interactive screen to compare suggested list with actual.

Teacher

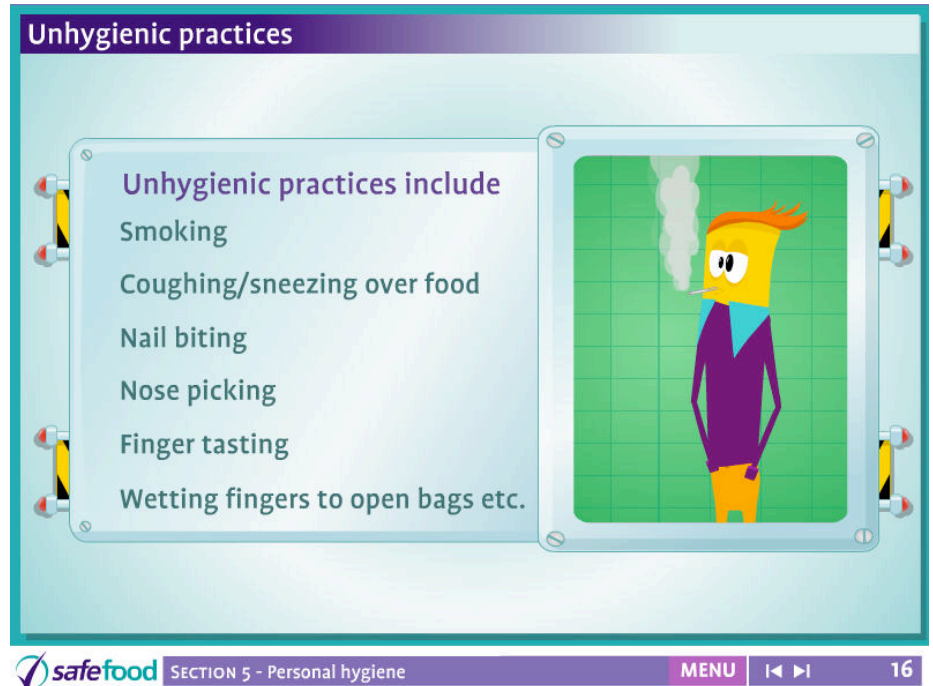
The screen shows a blank personal hygiene check list. The teacher can input the students' suggestions into the list. When you are ready to move on, click the 'reveal' button to see a definitive list.

Sample answer

1. Put on protective clothing, e.g. an apron
2. Tie back hair and put on a hair net where necessary
3. Cover cuts and sores with brightly coloured waterproof dressings (possibly with a metal strip in place to be detectable in a metal detector)
4. Remove jewellery

5. Wash and dry hands carefully

Screen 16



Unhygienic practices

Screen shows a list of unhygienic practices.

Teacher

Ask the students if they ever witnessed unhygienic practices in real life or on the television.

Do not engage in unhygienic practices

These include:

1. Smoking as
 - a) it causes contamination of the fingers by hand-to-mouth contact
 - b) ash and butts may fall into food
 - c) it is illegal
2. Coughing or sneezing over food
3. Nail biting (may fall into food; contamination of the fingers by hand-to-mouth contact)
4. Nose picking

5. Finger tasting/wetting fingers to open bags etc. (*Staphylococcus aureus*)

Screen 17

The screenshot shows a presentation slide with a purple header 'Health of food workers'. The main content is in a light blue box with rounded corners, containing the following text: 'FOOD WORKERS SUFFERING FROM DIARRHOEA, VOMITING OR A SKIN INFECTION MUST:', 'Report it to their supervisor', 'Receive medical clearance before returning to work', and 'Employers must monitor staff illnesses and keep records'. To the right of the text is an illustration of a person in a purple shirt sitting at a desk talking to a person in a white lab coat. The slide is part of a 'safe food' presentation, with a footer showing 'SECTION 5 - Personal hygiene', 'MENU', navigation arrows, and the number '17'.

Health of food workers

Screen description

Screen lists points on the health of food workers.

Teacher

Discuss points with students.

Food workers must be in good health. Where there is any chance of contaminating food with bacteria as a result of an illness, working in a food handling area is forbidden. If employees are suffering from diarrhoea, vomiting or have a skin infection (boils, septic cuts, styes etc.) or are suffering from hepatitis, they must report it to their supervisor.

It is also recommended that if a food worker is in contact with an individual suffering from an infectious disease their supervisor should be notified.

Supervisors also have a legal responsibility to ensure that a food worker who is suffering from, or is a probable source of, infection with an

infectious disease, does not perform any work in connection with a food business.

Food workers suffering from an infectious disease must be excluded from the food area.

Note: These infectious diseases include:

- Food poisoning
- Dysentery
- *Salmonella* infection
- Scarlet fever
- Streptococcal sore throat
- Typhoid
- TB
- Diphtheria
- Polio
- Paratyphoid A&B

There is a legal responsibility on the food worker to inform his/her employer if suffering from an infectious disease.

If food workers have suffered any food illness while abroad, even if they have recovered, their employer must be informed upon return.

Staff can be legally required to complete a medical questionnaire prior to employment which should then be kept on file.

Screen 18

Visitors and non-food workers

Visitors and non-food workers
(electricians, plumbers etc)

- Food hygiene legislation must be adhered to
- No coughing/sneezing over food
- Access to food preparation and storage areas should be restricted
- Protective outer clothing and headgear to be worn on entering food preparation areas.



The illustration shows a kitchen environment. On the left, a visitor wearing a white protective suit and a white cap stands near a doorway. On the right, a chef in a white uniform and tall white hat is working at a counter with green vegetables. The kitchen has white walls, black pots hanging from a rack, and a sink area.

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Visitors and non food workers

Screen description

Screen outlines good food hygiene practices for non food workers.

Teacher

Discuss the points with the students.

Ask the students to name the different sort of 'visitors' who would be visiting a kitchen, e.g.. delivery personnel, sales representatives, maintenance personnel, etc.

Visitors

Visitors and non-food workers in the food premises must also comply with food hygiene legislation.

This includes maintenance personnel, electricians, children, sales representatives, other staff members, etc. Access to the food preparation and storage areas should be restricted as much as possible and notices to that effect posted on entrance doors. Anyone

entering a food area by necessity must also wear protective outer clothing and headgear.