



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,
ELY, CAMBRIDGESHIRE CB7 4EE

Telephone: Ely (01353) 665555

www.eastcambs.gov.uk

Dawn until Dusk Ltd
4 Warren Court
Lodge Farm
Sandy Lane
Chicksands
Shefford,
Bedfordshire
SG17 5QB

This matter is being dealt with by:

Telephone: 01353 665555
E-mail: [REDACTED]@eastcambs.gov.uk
My Ref: 18/00093/FOOD
Your ref:

9th June 2023

Dear Sir

Food Safety Act 1990

Food Safety and Hygiene (England) Regulations 2013

Regulation (EC) No 178/2002 and 852/2004

Health and Safety at Work etc Act 1974

Re: Dawn Until Dusk Ltd at Bottisham Primary School, Beechwood Avenue, Bottisham, Cambridge, CB25 9BE

I refer to my food hygiene inspection of the above premises carried out on the 6th June 2023 when I spoke with [REDACTED], Manager at the setting.

The matters detailed in the attached schedule require your attention. This confirms the things you need to do to comply with the law with the relevant legislation listed under each item. Some items may be listed as recommendations and these are included to give you advice in support of your business, but are not requirements in law.

Any legal requirements relating to cleaning, temperature control and practices require your attention immediately. Other items should be completed within the next two months.

A re-visit will take place in approximately one months' time when it is expected that all legal requirements will have been attended to.

Should you fail to attend to these items within this period formal action will be considered. Please be aware that your business will not be issued with a new food hygiene rating after this re-visit.

Your Food Hygiene Rating

Confidence in management/control procedures	20
Compliance with food hygiene and safety procedures	10
Compliance with structural requirements	15
Food hygiene rating	1

Criteria	Score					
How hygienically the food is handled	0	5	10	15	20	25
Condition of structure	0	5	10	15	20	25
How you manage and document food safety	0	5	10		20	30
Total score	0	—————→				80
Level of compliance	High	—————→				Low

A sticker showing your rating has been sent to the premises address. **Please remove and destroy any existing certificate and stickers** as only the most recent rating should be on display. Continuing to display old stickers and certificates can constitute an offence under Trading Standards legislation. Stickers and certificates remain the property of the local authority and all rights are reserved.

Your rating will be published on the Food Standards Agency's (FSA) website at <https://ratings.food.gov.uk/> within 28 days after the date of the inspection.

You may request that the rating is published before this. Details can be found on the FSA's website at <https://www.food.gov.uk/business-guidance/food-hygiene-ratings-for-businesses>

Appeals, Right to Reply, and Re-Visits

If you consider that the rating given is wrong or unfair you have 21 days in which you can **appeal** against this. You should appeal to the Lead Food Officer at foodandsafety@eastcambs.gov.uk or at the address above. I recommend that you get in touch with me first so that I can help you to understand how your rating was worked out.

If you have improved the hygiene standards since your inspection, or if there were unusual circumstances at the time of the inspection that might have affected your food hygiene rating, you have a **'right of reply'** so that you can explain this to potential customers who look up your rating online.

If you have acted to rectify the non-compliances identified at the time of the inspection you can **request a re-visit** with a view to being given a new and possibly higher food hygiene rating. Re-rating visits are now charged at a fee of £150 before the re-rating inspection is undertaken.

A web link to information on the scheme including template forms for lodging an appeal, 'right to reply' or requesting a re-visit (re-rating visit) is available at <http://www.eastcambs.gov.uk/food-safety/national-food-hygiene-rating-scheme>

Should you require any further information or advice or wish to discuss these matters, please do not hesitate to contact me on the details at the head of this letter. If you have any comments regarding the inspection or advice issued, please contact Richard Garnett, Senior Environmental Health Officer, on 01353 665555.

Yours faithfully

██████████
Environmental Health Officer (Commercial)

c.c. ██████████, Manager, Dawn Until Dusk Ltd at Bottisham Primary School, Beechwood Avenue, Bottisham, Cambridge, CB25 9BE

██████████, Senior Area Manager, ██████████

Food Hygiene Inspection Schedule

Food Hygiene and Safety

1. The air temperature of refrigerator was 10°C. The jam (stored in the door) was probed and found to be 10°C. A sausage roll (stored in the main part of the fridge) was probed and found to be 6.9°C. It was noted that the fridge was over full with food. You must ensure that the temperature of all high-risk foods in this fridge are kept at 8°C or below at all times.

(The Food Safety and Hygiene (England) Regulations 2013 Regulation 32 Schedule 4 Para 2 (1))

See items 2 and 3 under recommendations

2. At the time of the inspection the 'contact time' of the antibacterial solution (Tesco) was discussed. The 'contact time' is how long a cleaning chemical needs to be left on the item/surface that is being disinfected. When questioned, food handlers were unaware of the 15-minute contact time for the product and were not adhering to this time. It is imperative that the manufacturer's instructions on contact time are followed in order for the chemical to work effectively.

(Regulation (EC) No 852/2004 Annex II Chapter V Para 1(a))

See item 1 under recommendations

3. The taps to the sink in the room are touched by contaminated hands before they are washed and then they are touched with clean hands after they have been washed. This presents a contamination hazard for hands after they have been washed by touching the contaminated taps. Taps to a wash hand basin must be turned off using disposable paper towel. Alternatively, taps with levers would be a better option.

(Regulation (EC) No 852/2004 Annex II Chapter VIII Para 1)

4. Opened packets of cereal were noted to be stored on a rack in the room. This poses a risk of contamination from foreign objects, allergens, dust and/or pests. Opened packets/bags of food must be kept in individual food grade containers with lids (keep the original packaging), the opened top should be folded over and clipped together or the product wrapped in cling film.

(Regulation (EC) 852/2004 Annex II Chapter IX Para 3)

Structure and Cleanliness

5. There was no wash hand basin provided in the room where food is handled and prepared. You must install a wash hand basin in this room with an adequate supply of hot and cold (or appropriately mixed) running water, soap and hygienic means of drying hands. Properly connect the wash hand basin to the drainage system and ensure that everyone understands that it is for hand washing only.

(Regulation (EC) No 852/2004 Annex II Chapter I Para 4)

You were informed about the requirement for a separate wash hand basin during the previous inspection and in the follow up letter.

6. In the room where the out of school club is operated from there is only one sink. Currently this sink is used for 4 different purposes:

1. Children's hand washing;
2. Food handlers hand washing;
3. Washing up of food equipment, cutlery, plates, etc and
4. Washing of salad items such as cucumber.

This current poses a serious risk of cross contamination and must cease as a matter of urgency. Separate facilities must be provided for children's hand washing, staff hand washing and the washing up of equipment.

(Regulation (EC) No 852/2004 Annex II Chapter I Para 4, Chapter II Para 2 and 3 and Chapter V Para 1(a))

7. The floor in the room where the out of school club is operated from is carpeted. The carpeted floor covering was not suitable for use in a room where food is prepared, treated or processed because it cannot be adequately cleaned and disinfected. The floor covering around, and in front of, the food preparation table must be replaced with one that is impervious, non-absorbent, washable and of non-toxic material.
(Regulation (EC) No 852/2004 Annex II Chapter II Para 1(a))

Confidence in Management

8. Your business has been rated 20 for confidence in management/control procedures. The confidence in management score is based mainly on your food safety management system and food handler's training, supervision and instruction. Furthermore, the confidence in management score is also based on whether the hazards have been identified and appropriate controls are in place.

In my opinion the significant hazards associated with your operation have not been fully understood and controls were not in place at the time of the inspection. Significant improvements in food safety procedures and implementation of controls are required. A score of 20 for confidence in management/control procedures has reduced your hygiene rating to a 1.

9. It is the duty of the Food Business Operator to notify their local authority of any significant changes to the business activity. The out of school club moved rooms in 2022 and as a result of this move the provision of food preparation and sink facilities completely changed. This would constitute a significant change and therefore we should have been notified.
(Regulation (EC) No 852/2004 Article 6 Para 2)

10. It was noted that the temperature of the fridge had been recorded above the legal limit of 10°C on the day of the inspection and no follow up action had been taken. If the temperature of the food in the fridge is above 8°C then action must be taken and recorded.
(Regulation (EC) No 852/2004 Annex II Chapter XII Para 1)

11. Due to the observations made at the time of the inspection and detailed throughout this letter, it was apparent that food handlers had not being suitably instructed and/or were not being adequately supervised. You must ensure that all food handlers are supervised and instructed and/or trained in food hygiene matters to a level appropriate to their work activity.
(Regulation (EC) No 852/2004 Annex II Chapter XII Para 1)

12. It is important that all food handlers are familiar with, understand and implement your Food Safety Management Procedures i.e. the Safer Food Better Business pack. You must ensure that all food handlers are trained in the Safe Methods appropriate to their role in the food operation. You must then record this training in the training section of the SFBB pack.
(Regulation (EC) 852/2004 Chapter XII Para 1)

13. At the time of the inspection it was established that the SFBB diary and the opening and closing checks had not been completed since June 2022. In order to achieve compliance with the Food Safety Management requirement you must correctly complete and implement the Safer Food Better Business pack, including the diary.
(Regulation (EC) 852/2004 Article 5)

14. It was noted that the 4-weekly review page had not been completed since May 2021. The 4-weekly review is a HACCP Principle and must be completed to show the Food Business Operator has addressed changes such as new staff or menu items and has documented the appropriate action taken, such as training or Safe Method adaptation. You must ensure that the 4-weekly reviews are undertaken and recorded. The 4-weekly review page can be downloaded from the Food Standards Agency website www.food.gov.uk
(Regulation (EC) 852/2004 Article 5 Paras 2 & 4)

15. The 'Suppliers list' in the Safer Food Better Business pack had not been completed. This must be completed.
(Regulation (EC) 852/2004 Article 5)

Recommendations

1. It is recommended that you use an antibacterial solution with a short contact time i.e. 30 seconds to 1 minute as 5 to 15 minutes is too long.
2. It is recommended that you label a bottle of water or block of jelly with 'DO NOT USE' and keep this in your refrigerator permanently. You can then stick your probe thermometer in the water/jelly on a daily basis and this will give you a more accurate picture of the temperature that your food is being stored at.
3. It is recommended that additional refrigeration is provided or the current fridge is replaced with one that has a larger capacity.

Health and Safety Inspection Schedule

Legal Requirements

1. The unit where the sink is positioned and the table which is used to prepare and cook foods on is very low. During the inspection the food handler was preparing foods for a long period of time and constantly bending over to do these activities. I was also advised that staff sit down whilst washing up as this is easier than bending over.

You are required to carry out suitable and sufficient risk assessments that should identify risks to workers and any others who may be affected by your undertaking. The risk assessment should then enable you to identify and prioritise the measures that need to be taken to protect people and to comply with the relevant statutory provisions.

This practice must cease until a suitable and sufficient risk assessment of this activity has been undertaken.

(*The Management of Health and Safety at Work Regulations 1999*)

East Cambridgeshire District Council
The Food Safety and Hygiene (England) Regulations 2013
Report of Intervention

Environmental Services, The Grange, Nutholt Lane, Ely, Cambs. CB7 4EE Tel: 01353 665555
foodandsafety@eastcambs.gov.uk

Business name/address: Dawn until Dusk @ Bottisham Primary School
Inspecting Officer: [Redacted] Date: 28/6/23 Time: 2.30 Signed: [Redacted] (EHO/FSO)
Areas examined: After school club room + staff room Tel: (01353) 665555
Reason for visit: Revisit. Type of business: Before + after school club

Records Examined: SFBB diary pages, 4 weekly review, 2 x level 2 training certificates.
Samples/Swabs taken: None.
Written information provided: None.
Information to be sent: None.
Name(s) of person(s) seen: [Redacted]

- Key points:
1. Keep the production cooking for the cereal boxes
 2. Carpet on the floor in the food prep area
 3. Low level food prep. area + sink area
 4. Still only got one sink - used as handwash + washing up and washing of food
 5. Staff training required of SFBB pack
- As of September moving to a new room (Ash) with food preparation to be undertaken in the staff room. This is temporary as moving into the old Saplings playgroup building.

Please let me know when you have rooms in order that I can visit and ascertain whether this complies with food hygiene + H+S legislation.

A report only covers those areas inspected at the time. It does not necessarily signify compliance with all matters under relevant food legislation. If you are dissatisfied with anything relating to the inspection please contact the Senior EHO (Commercial) on 01353 665555. It is the responsibility of the Food Business Operator to comply with food hygiene legislation.

Action by Local Authority: None Advisory See Above Letter Revisit Formal Proceedings
Inspection form received by: Name: [Redacted] Signed: [Redacted]
Position: Manager

PART 1: POTENTIAL HAZARD

	<u>SCORE</u>
A. <u>Type of food and method of handling</u>	
Manufacturers of high-risk food, wholesalers and packers who re-wrap or re-pack high-risk foods	40
Preparation, cooking or handling of open high-risk foods, except caterers preparing <20 meals a day	30
Preparation, cooking or handling by caterers of open high-risk foods but serve <20 meals a day	
Handling of pre-packed high-risk foods	
Wholesalers and distributors not included in the categories above	10
Manufacture or packing of foods other than high-risk	
Establishments involved in the filleting, salting of fish for retail sale to final consumer	
Retail handling of foods other than high-risk and other ambient shelf stable products	5
B. <u>Method of processing</u>	
Establishments that undertake a specific method of processing that has the potential to increase the risk to public health is given an additional score under this section, for example:	
• Vacuum packing	
• Sous-vide cooking	20
• Manufacture of cook/chill food	
• The cooking and cooling of meat products prior to service	
• Establishments that manufacture, prepare or serve high-risk uncooked or lightly cooked ready to eat food of animal origin	
C. <u>Consumers at risk</u>	
Food businesses involved in the manufacture, distribution, packing or wrapping, where food is distributed nationally or internationally	15
Businesses serving a substantial number of customers including a significant proportion from outside the local area	10
Businesses whose customers are likely to be living, staying or working in the local area	5
Businesses typically supplying <20 consumers per day	0
PLUS: Additional score for establishments involved in the production or service of food intended specifically for consumption by vulnerable risk group of more than 20 persons	22

PART 2: LEVEL OF CURRENT COMPLIANCE

<u>Food hygiene and safety procedures</u>	
Almost total non-compliance	25
General failure to satisfy statutory obligations, standards generally low	20
Some major non-compliance, more work required to prevent fall in standards	15
Some non-compliance, not considered significant in terms of risk	10
Good standard of compliance with only minor contraventions	5
High standard of compliance, conforms to accepted good practices in the trade	0
<u>Structure of the establishment</u>	
Almost total non-compliance	25
General failure to satisfy statutory obligations, standards generally low	20
Some major non-compliance, more work required to prevent fall in standards	15
Some non-compliance, not considered significant in terms of risk	10
Good standard of compliance with only minor contraventions	5
High standard of compliance, conforms to accepted good practices in the trade	0

PART 3: CONFIDENCE IN MANAGEMENT/CONTROL PROCEDURES

Poor track record of compliance. Little or no food safety knowledge and understanding	30
Little or no appreciation of hazards, risks or quality control. No food safety management procedures	
Does not recognise or accept the need for food safety and hygiene controls	
Significantly varying record of compliance. Insufficient food safety knowledge and understanding	20
Poor appreciation of hazards and control measures	
No food safety management procedures or unsatisfactory progress in terms of developing, documenting and implementing food safety management procedures. Some reluctance in recognising/accepting the need for food safety and hygiene control procedures	
Satisfactory record of compliance. Understanding of significant hazards and control measures in place	10
Has implemented satisfactory, or is making satisfactory progress towards, documented food safety management procedures	
Good record of compliance. Effective management control of hazards	5
Satisfactory documented food safety management procedures commensurate with type of business	
General compliance with procedures with minor non-conformities not identified as critical to food safety	
Excellent record of compliance. Food Business Operator/Manager knowledgeable and competent	0
Has effective self-checks with satisfactory documented food safety management procedures. Good compliance with food safety procedures	
<u>Significant risk</u>	
An additional score of 20 is included where there is a significant risk of food being or becoming contaminated with Clostridium botulinum, E.coli O157, other VTEC, Salmonella, Bacillus cereus	20

Food hygiene intervention frequencies

Category	Score	Minimum intervention frequency
A	92 or higher	At least every 6 months
B	72 to 91	At least every 12 months
C	52 to 71	At least every 18 months
D	31 to 51	At least every 24 months
E	0 to 30	Alternative enforcement strategies or interventions every 3 years