



Montmorency Junior Football Club

Food Safety & Handling Policy

This policy will outline Montmorency Junior Football Club's approaches & expectations concerning Food Safety:

- Canteen layout
- Food provision and preparation
- Food handling

Purpose

The purpose of this policy is to ensure canteen and BBQ services meet regulatory requirements ensuring a standard for safe food handling practice is maintained at all times.

The food safety & handling policy is to provide all Club members with guidance and Governance for the following areas:

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Policy: Food Safety & Handling

Food Safety Policy

The Montmorency Junior Football Club (MJFC) runs a viable canteen service for all supporters on match days. Therefore, it is necessary to have a food safety policy, which will keep people safe from harm and safeguard us from any litigation, which may arise from either the public or the Banyule City Council's Health Inspectors.

To this end, the canteen will need to operate in a safe environment and abide by Hygiene regulations appropriate to the setting.

Must:

Provide hours of operation to meet the needs of the Club on sanctioned game days and at these times:

- to provide a variety of food options for Club members at a reasonable cost.
- to provide a valuable source of revenue for the Club.
- to provide a healthy food menu to the Club members and visitors as an accredited Level 3 Good Sports affiliated Club.
- to maintain a safe and healthy environment by practising an acceptable standard of food handling and food hygiene when storing, preparing and serving food.
- to maintain a safe working environment for the Canteen staff and Club volunteers.
- to ensure our Club reviews all food handling and hygiene policies and procedures as required.
- to ensure our Club Staff are trained & accredited in Food Handling.
- to ensure Club canteen Staff and volunteers are provided with information on correct food handling policies and procedures.

Requirements & Practices

To ensure this the following requirements and practices shall apply;

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- The MJFC will apply on an annual basis for a Food handling Certificate from the Banyule City Council.
- All those who work in the canteen will be required to attend The Banyule City Council's "Food Safety Workshops, where they shall receive food handling training and instruction on the development and maintenance of a Food Safety Program.
- Canteen staff shall abide by food handling requirements and laws when handling food.
- The canteen and all appliances within will be cleaned on a weekly basis in accordance with Food Safety regulations.
- Adequate fire blankets and fire extinguishers shall be located in the canteen area.
- All electrical appliances should be PAT tested and tagged for safety.

Pricing / Profit

- The club in conjunction with the club treasurer and committee will set food and drink prices with the Club's Treasurer. This will be done before the start of the season and approved by the Club's committee.
- Prices will be reasonable for customers, but ensure all costs are covered and some small surplus is made for the benefit of the club.

Staffing

- The Canteen will be staffed by a Canteen Manager, Canteen Staff and Club volunteers.
- The volunteer roster will consist of approx' two persons per home game, as determined by each Team Manager, and notification will be given to each volunteer well ahead of their rostered time.
- The minimum age for any staff or volunteers in the canteen is 15 years old.

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Reference:

Food safety program template for class 2 retail and food service businesses, no. 1, version 3

Version	Review date	Reviewed by:	Frequency of Review	Next Review due:
002	7 th May 2021	Jacqui Howe & Dee Constantin	3 Yearly	7 th May 2024