

**Queens Jubilee - Guidelines for Catering at Street Parties,  
Fundraising, School or Village Fetes etc.**

If you are catering for a small local event such as, a street party, fete, fundraiser, then please follow these guidelines for safe food practice.

For single, one-off events you would not be required to register with the Council, but you still need to provide safe food.

***Food Hygiene training***

Those handling or preparing food, should have sufficient food safety knowledge to ensure they handle food safely. It is not a legal requirement to have a food hygiene certificate, however this can assist where handling open, high risk foods.

Level 2 food hygiene courses can be found

<https://www.bathnes.gov.uk/services/environment/food-safety/food-hygiene-training>

***Allergen information***

Although Food Allergen regulations and the new labelling requirements for Pre-packed for Direct Sale (PPDS) only apply to registered activities, you are still advised to apply these principles as good practice.

Information about the 14 declared allergens can be provided orally or in writing, but the more information you provide will help consumers make an informed and safe choice.

*You can use food labels, charts and lists.*

<https://www.food.gov.uk/sites/default/files/media/document/allergen-chart.pdf>

Allergen signs may also be used to display, at the point where food is offered for consumption.

<https://www.food.gov.uk/sites/default/files/media/document/allergen-signage.pdf>

## *Food Safety catering guidelines for good practice*

1. Keep yourself clean and wear clean over-clothing e.g. an apron.

2. Always wash your hands thoroughly especially

- before handling food
- after using the toilet
- before starting to serve
- after every break
- after blowing your nose
- after handling raw food or waste

Where hand washing facilities are inaccessible, anti-bacterial hand wipes should regularly be used as an alternative.

3. Ensure cuts and sores are covered with a wash proof dressing.

4. Do not cough or sneeze over the food.

5. Do not smoke, eat or drink (including tasting the food), in any area where food is being handled.

6. Do not allow anyone who is suffering with an upset stomach to handle food.

7. Always keep perishable food in the fridge or cool-box with ice packs until it is required.

8. Raw and cooked foods must be kept separate to avoid cross-contamination.

9. Keep all food covered or wrapped for as long as possible, to avoid contamination from flying insects, etc.

10. Clean as you go. Keep all equipment and surfaces clean, for instances use an anti-bacterial spray.

11. Follow the instructions on the packaging of the food to ensure that you cook it thoroughly.

12. If food is to be served hot ensure that it is piping hot before service. You are advised to use a probe thermometer to check internal temperatures of high risk foods have been reached.

13. When preparing sandwiches, remember that fillings such as cooked meats, fish and dairy products must be handled hygienically. Try not to prepare sandwiches too far in advance (not more than 4 hours if unrefrigerated). When prepared, cover with cling film, and keep cool until required.

14. If people are bringing food to a street party to share with others, they are advised to provide allergen information and maintain temperature control.

Should you require any further information or advice please contact:-

Health Safety and Food Team,  
Bath & North East Somerset  
Lewis House,  
Manvers Street, Bath,  
BA1 1JG

Tel No: 01225 477508 Email: [public\\_protection@bathnes.gov.uk](mailto:public_protection@bathnes.gov.uk) or Web:  
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