

**Massey Centre**

**Early Learning Centre COVID-19 Food Safety Practices Policy and Procedures**

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**Amendment Record**

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5. **Introduction**
	1. The Massey Centre’s Early Learning Centre (ELC) is a values driven organization and is committed to ensuring that our staff plan and implement proper food safety practices based on the requirements during the COVID-19 Pandemic.
6. **Policy**
	1. The Centre will modify meal practices to ensure that there is no self-service or sharing of food at meal times.
7. **Procedures**
	1. We will serve meals in individual portions to the children.
	2. Staff must always use utensils to serve food.
	3. There must be no sharing of utensils or items (e.g., serving spoons, condiments)
	4. Children will never prepare or provide food for sharing with others.
	5. We will never provide food prepared by family/outside of the regular meal provision of the program (except where required and special precautions for handling and serving the food are put into place, e.g., expressed breast milk)
	6. Program cook will practice proper hand hygiene when preparing food, and for program staff and children before and after eating.
8. **Acknowledgment and Agreement**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, acknowledge that I have read and understand the Food Safety Practices Policy and Procedures of Massey Centre. I agree to adhere to this policy in whole. I understand that if I violate the rules set forth in this policy, I may face disciplinary actions, up to and including termination of employment.

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| **Full Name** *Please Print* |
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