

Please ask for: XXXX
Direct dial: XXXX
Email: XXXX

XXXX
Larkhall Infant & Nursery Academy
Clifton Avenue
Tamworth
Staffordshire
B79 8EF

20th December 2018

Reference: **WK/000183680**

Dear Madam

**Regulation (EC) No 852/2004
Food Safety & Hygiene (England) Regulations 2013
Health & Safety at Work etc Act 1974 (HSW)**

**Staffordshire County Council
Larkhill Primary School Clifton Avenue Tamworth Staffordshire B79 8EF**

I refer to my visit to the above premises on 14th December 2018 during which I was accompanied by yourself. The attached schedules detail works that require your attention.

The inspection was over a limited period of time and it was not possible to observe all procedures and practices associated with your food business.

Schedule A details the work needed to comply with the law and so to improve your rating under the national food hygiene rating scheme. This work or work considered equally effective must be completed.

Schedule B lists those matters that, though not legally required, are considered to be good working practice. You should view these recommendations as important guidance for developing safe, hygienic practices.

Food Hygiene Rating and Rate My Place

Tamworth Borough Council, in partnership with the Food Standards Agency is part of the National Food Hygiene Rating Scheme and the Rate My Place Scheme.

Following your inspection you have received the following hygiene rating.

Criteria Assessed	Score
Compliance with food hygiene and safety procedures	0
Compliance with structural requirement	5
Confidence in management/control procedures	5
Total Score	10
Rating	5

Total Score	0-15	20	25-30	35-40	45-50	>50
Additional Weighting	No Score >5	No Score >10	No Score >10	No Score >15	No Score >20	
Rating	5	4	3	2	1	0
Description of Rating	Very good	Good	Generally Satisfactory	Improvement necessary	Major improvement necessary	Urgent improvement necessary

Enclosed is a sticker that shows your rating and also a “Rate my Place” Sticker. You can now tell your customers how good your hygiene standards are by putting the new sticker up in the window or on the door. It is suggested that the “Rate my Place” sticker is placed above the rating certificate as displayed below. If you do not have a suitable glass surface, you could fix the sticker onto a transparent surface before fixing that onto a wall or other surface.



- Once you have completed all the works required in schedule A, you may request in writing a re-rating visit at a cost of £175 in order to have a new rating. You must provide evidence that you have carried out the works with the request. This re-visit will take place within 3 months of your request.
- You can also post comments alongside your rating on the national website (www.food.gov.uk/ratings) – known as the ‘right to reply’.
- If you consider that the rating given does not reflect the standards at your premises during the inspection you may appeal. Initially you are encouraged to contact the inspecting officer to try and resolve any issues. If you are still not happy you can appeal in writing giving detailed reasons to Mr M Fitzgerald (Senior Environmental Health Officer) at the address on the bottom of the first page or email XXXX.

If you do not appeal to the Senior Environmental Health Officer within 21 days of the date of this letter (including weekends and bank holidays), your rating will be made public on the national web-site.

A web link to information on the scheme including forms for lodging an appeal, requesting a re-rating visit or 'right to reply' is available at www.food.gov.uk/ratings . Paper copies of forms will be provided on request by contacting the Food Safety Team.

The information provided in this letter will also be published on the Rate My Place website. Access can be found using the following link www.ratemyplace.org.uk . Information will not be published on this website until any appeals have been resolved.

I do not intend to revisit to check compliance with this letter but you must still ensure that the matters detailed in Schedule A are completed.

Please note: If you would like a re-rating visit, you must request one in writing.

If you would like to discuss any issues, please contact me on 220 or the Senior Environmental Health Officer on 01827 709433.

Yours faithfully

XXXX

Environmental Health Officer

enc

The Freedom of Information Act -The content of this report may be disclosed to third parties upon request. If you believe that it is not in the public interest to release this information please specify your objection in writing to the Head of Environmental Health at the address on the bottom of the first page.

Data Protection & Information Sharing -The information that the Council holds in relation to Inspection Reports maybe shared with other Council Services in accordance with the requirements of the Data Protection Act 1998. If you have any queries please contact: The Data Protection Officer at the address on the bottom of the first page.

Schedule A

Confidence in management/control procedures

1. Your food safety management system states that your freezers must operate at 18°C or below yet on the 16.11.18 your freezer was recorded as operating at -17.3°C. Staff must be aware of the correct operating temperature of your freezers and know what corrective actions to take to ensure the correct operating temperatures, if a deviation is found.
Regulation (EC) 852/2004 Article 5 para 1
2. There were some occasions when the fridge temperature was only checked once instead of the twice stated in your food safety management system. For instance the fridge was not checked for a second time on the following dates 6.11.18, 7.12.18 and 13.12.18.
Regulation (EC) 852/2004 Article 5 para 1
3. There were no delivery vehicle temperature recorded for the delivery from Brakes 12.11.18 nor from Blackhurst 19.11.18. You must complete your records to demonstrate that the food you prepare is safe to eat.
Regulation (EC) 852/2004 Article 5 para 1
4. The cleaning record for 4.12.18 had not been completed as per your food safety management system.
Regulation (EC) 852/2004 Article 5 para 1

Compliance with food hygiene and safety procedures

5. No contravention found during this inspection.

Compliance with structural requirements

6. Some of the chopping boards in the kitchen were badly scored and cannot be adequately cleaned. Renew the damaged chopping boards.
Regulation (EC) No 852/2004 Annex II Chapter V Para 1(c)
7. The extractor vents in the kitchen were not clean. Thoroughly clean them to minimise any risk of contamination of food
(Regulation (EC) No 852/2004 Annex II Chapter V Para 1(a).)
8. The blade of the heavy duty can opener was encrusted with food which would cause contamination of the food in the next tin opened. This part of the can opener must be cleaned and sanitised regularly
(Regulation (EC) No 852/2004 Annex II Chapter V Para 1(a).)

Schedule B

9. The freezer was iced up. I recommend you defrost it and remove the ice completely before reuse.
10. It was noted that some chicken fillets with a use by date of 1/12/18 had been frozen, and had no when frozen or when to use by date on them. It is not good practice to freeze foods with a use by date. This is because the appropriate shelf life of the product may become unclear, especially if after defrosting the product becomes confused with similar items that have not been frozen.

However if you wish to continue with this practice you should;

- Make sure that there is as great a shelf life as possible on the product e.g. by freezing on the day of purchase
- Keep a note of the day of freezing and defrosting
- Ensure use as soon as possible after defrosting in accordance with any period recommended by the manufacturer.
- Ensure that the food is never frozen after the use by date has expired

Food Standards Requirements

The following food standards matters also require your attention but do not form part of your Food Hygiene Rating:-

1. There is a requirement for businesses that provide non-prepacked foods (such as restaurants, delis, takeaway businesses, food suppliers and institutional caterers) to provide allergen information for all items on your menu that may contain any of the 14 allergens. This can be done in a variety of ways such as on menus, chalkboards or by clear signposting to where the information can be obtained.

If you are not going to provide this information up front on menus etc then you will need to signpost to where it could be obtained, either in written or verbal formats such as at the till point, on a menu or menu board. For example:

Food allergies and intolerances. Before ordering please speak to our staff about your requirements.

You will therefore need to review all your menu items, including the ingredients to identify what allergens are present in which meals/items.

The allergen information should be accurate, consistent and verifiable upon challenge (for example, when asked by a consumer or a local authority Food Safety Officer). In order to comply with this requirement you should put together an allergen folder that contains:

- Product specification sheets
- Ingredients labels
- Recipes or charts of the dishes provided and the allergen contents.

(Food Information Regulations 2014, Regulation 5)

Health & Safety at Work (Hazard Spotting Only)

11.No hazards were spotted during the inspection.

Food Hygiene Rating Scheme - how your rating is calculated

Your inspection

At your inspection, the food safety officer will check how well you are meeting the law on food hygiene. Three areas will be assessed. These are:

- how hygienically the food is handled – how it is prepared, cooked, cooled, stored, and what measures are taken to prevent food being contaminated with bacteria
- the condition of the structure of the premises including cleanliness, layout, lighting, ventilation, equipment and other facilities
- how you manage and record what you do to make sure food is safe using a system like Safer food, better business

You will be given a score for each area – see below. Food safety officers use guidance to determine how to score each of these areas.

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

Your food hygiene rating

The rating given depends on how well the business does overall – the total score. It also depends on the area(s) that need improving the most - the business may do better in some areas and less well in others.

To get the top rating, you must score no more than 5 in each of the three areas. All businesses should be able to get the top rating. You will automatically get a new rating at each planned inspection.

Total score	0 – 15	20	25 – 30	35 – 40	45 – 50	> 50
Highest permitted individual score	5	10	10	15	20	-
Rating						

Improving your food hygiene rating

The Food Standards Agency has a range of tools, such as Safer Food, Better Business, that can help you manage food hygiene and keep your customers.



Check these out at www.food.gov.uk/goodbusiness

To get the best possible rating, here's what you can do now:

- Look at last food hygiene inspection report to check that you've taken all of the actions needed to ensure that you meet legal requirements.
- At your next inspection, if you don't get the top rating and you have queries about the improvements you need to make to get a better rating, then the food safety officer should be able to give you advice.
- Make sure that you and your staff continue to comply fully with all aspects of food hygiene law.