

Notes about this inspection report

The inspection report outlines my findings at the time of the visit and highlights the priority actions and improvements that are needed to ensure that you are complying with the Food Hygiene (England) Regulations and associated legislation. These are listed under three areas:

- **Compliance with food hygiene and safety procedures** (how hygienically the food is handled – how it is prepared, cooked, cooled, stored, and what measures are taken to prevent food being contaminated)
- **Compliance with structural requirements** (the condition of the structure of the premises including cleanliness, layout, lighting, ventilation, equipment and other facilities)
- **Confidence in management/control procedures** (how you manage food safety, previous compliance history and what records you keep to make sure food is safe using a systems like Safer Food Better Business)

Schedule A outlines the work needed to comply with the law.

Schedule B lists recommendations of good practice that I hope you will implement.

Items in bold require your immediate attention

- You may do works other than those specified in the report but these must achieve the same minimum standard or objective.
- This report only covers the areas inspected as they were found at the time of the inspection, however it should be noted that this is not an exhaustive report covering all legislation relevant to the company's undertakings as this would not be possible given the time period spent on the premises.
- After the inspection an assessment will be made of the risks associated with your business using a standard format set out by the Food Standards Agency. This assessment will be used to decide when the next inspection should be carried out.
- Under the Freedom of Information Act 2000, a copy of this and any previous report relevant to this premises, may be requested by any person or organisation.

If you are unclear about anything in the report, please get in touch with me – my contact details are given in this letter.




Name of Business:	Chartwells Catering @ Five Spires Academy
Address:	Cherry Orchard , Lichfield, Staffordshire, WS14 9AN
Date of Inspection:	15th September 2017
Type of Premises:	School Catering
Areas Inspected:	All kitchen, Storage and staff facility areas
Records/Documents Inspected:	HACCP, HSE Daily Log Book, Allergens records
Samples Taken:	None taken at the time of the inspection

Purpose of Inspection

<p>The purpose of the inspection was to help you comply with the following legislation:-</p> <ul style="list-style-type: none"> • Food Safety and Hygiene (England) Regulations 2013 • Regulation (EC) No. 852/2004 Hygiene of Foodstuffs • Food Safety Act 1990 • The General Food Regulations 2004 • Health and Safety at Work etc. Act 1974 • Health and Safety Regulations made under the above Act

Overview of Criteria Assessed

	Annex 5 score
<p>Compliance with food hygiene and safety procedures:</p> <p>Evidence of meeting legal requirements</p>	0
<p>Compliance with structural requirements:</p> <p>Evidence of very good compliance with only one minor follow up action</p>	5
<p>Confidence in management/control procedures:</p> <p>Food Safety management procedures adequately cover all activities and records are appropriately maintained</p>	0
<p>Total score</p>	5
<p>Food hygiene rating</p>	



Schedule A – Legal Requirements

Points in bold require your immediate attention

No.	Compliance with Food Hygiene and Safety Procedures (how hygienically the food is handled – how it is prepared, cooked, cooled, stored, and what measures are taken to prevent food being contaminated)	✓
	No issues identified.	
	Compliance with Structural Requirements (the condition of the structure of the premises including cleanliness, layout, lighting, ventilation, equipment and other facilities)	
1	Provide a dispenser for the blue roll disposable paper towels in the raw meats handling area to prevent contamination of the unused roll when taking roll to use.	
	Confidence in Management/Control Procedures (how you manage food safety, previous compliance history and what records you keep to make sure food is safe using a systems like Safer Food Better Business)	
	No issues identified.	



Schedule B – Recommendations

No.	Compliance with Food Hygiene and Safety Procedures (how hygienically the food is handled – how it is prepared, cooked, cooled, stored, and what measures are taken to prevent food being contaminated)	✓
	No recommendations.	
	Compliance with Structural Requirements (the condition of the structure of the premises including cleanliness, layout, lighting, ventilation, equipment and other facilities)	
1	At the time of inspection no rewrapping of raw meats was likely to be carried out if the menu or operations change such that raw meat rewrapping is necessary, then provide a separate wrapping dispenser for use specifically in the raw meat area to reduce any risk of cross contamination	
	Confidence in Management/Control Procedures (how you manage food safety, previous compliance history and what records you keep to make sure food is safe using a systems like Safer Food Better Business)	
	No recommendations.	



Further Information

Current News and advice on good practice can be found on the Food Standards Agency website here: www.food.gov.uk

E.coli 0157: control of cross contamination Guidance

Clarifies the steps that food businesses need to take to control the risk of food becoming contaminated by E.coli 0157 and what businesses should be doing to protect their customers. The requirements contained in the guidance will be discussed during inspections where appropriate. Copies of the guidance and further information can be found at <http://food.gov.uk/business-industry/guidancenotes/hygguid/ecoliguide>

The National Food Hygiene Rating Scheme

How your score has been calculated & your food hygiene rating:-

The rating given depends on how well the business does overall – the total score. It also reflects 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 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 your last food hygiene inspection report to check that you've taken all of the actions needed to ensure that you meet legal requirements. If you can't find your last report, contact us and we will be able to give you a copy.
- 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.

Waste- Your Duty Of Care

Lichfield District Council had over 600 incidents of fly-tipping in the last year. We are trying to reduce these incidents by cutting out the waste available to fly-tippers. As a business you have a duty to ensure that any waste you produce is handled safely and within the law. This is your 'duty of care'. Duty of care is a chain of responsibility for waste from the point of production to the point of disposal or recycling; this chain is recorded and is traceable in the event of an investigation.

Under your duty of care you must:

- store waste safely and securely;
- ensure your waste is only handled or dealt with by people or businesses that are authorised to do so;
- fill in and sign a transfer note for your waste; and
- keep waste transfer notes for all waste that you transfer or receive for at least **two** years.

Environmental Health will be undertaking inspections, stop and searches and investigations into incidents of fly-tipping to ensure that all businesses comply with their duty of care. I thank you in anticipation of your co-operation. If you would like any further information or advice please contact Environmental Health on **01543 308000**.

Safer Food Better Business

The Food Standards Agency is no longer producing printed versions of the 'Safer Food Better Business' food safety management packs and associated 'Diary Sheet' refill packs. You can now download print friendly versions of all the material at www.food.gov.uk/business-industry/caterers/sfbb/ These print friendly versions also allow you to complete and store them electronically directly to your computer. Should you decide to keep your records electronically they must be available for officers to review during any inspection.

