Food Safety, Nutrition and Hygiene Policy

PRN-171: Food Safety, Nutrition and Hygiene Policy

CAREHOPES™

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1. Policy Statement

CAREHOPES™ is committed to promoting safe food practices, good nutrition, personal hygiene, and environmental cleanliness in all services delivered by the organisation.

Poor food hygiene and inadequate nutrition can have a significant impact on an individual's health, wellbeing, independence, dignity, and quality of life.

CAREHOPES™ recognises its duty of care to ensure that employees, volunteers, contractors, and third-party providers understand their responsibilities regarding food safety, nutrition, and hygiene whilst delivering services.

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2. Purpose

The purpose of this policy is to:

- Promote safe food and drink practices.
- Reduce the risk of food contamination.
- Protect service users from food-borne illness.
- Support healthy nutrition and hydration.
- Promote good personal hygiene.
- Support infection prevention and control measures.
- Ensure employees understand their responsibilities.
- Support safe companionship, support, and care environments.

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3. Scope

This policy applies to:

- Employees
- Volunteers
- Managers
- Supervisors
- Contractors
- Third-party providers
- Agency workers
- Students
- Service users where appropriate

This policy applies in:

- Client homes
- Community environments
- Travel assignments
- Airport companionship
- Holiday companionship
- Supported living environments
- Office premises
- Training environments

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4. Principles

CAREHOPES™ will:

- Promote safe food handling.
- Promote hydration and nutrition.
- Minimise infection risks.
- Respect cultural dietary requirements.
- Support dignity and personal choice.

- Promote healthy eating where appropriate.
- Comply with food safety legislation.
- Apply a person-centred approach.

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5. Responsibilities of Employees

Employees must:

- Follow food safety guidance.
- Maintain good personal hygiene.
- Wash hands regularly.
- Report food safety concerns.
- Report suspected food poisoning incidents.
- Report environmental hygiene concerns.
- Follow infection prevention procedures.
- Respect dietary preferences and requirements.
- Document significant concerns affecting wellbeing.

Employees must never:

- Prepare food in unsafe environments.
- Consume service user food without permission.
- Use food beyond expiry dates.
- Encourage service users to consume food known to be unsafe.
- Ignore signs of malnutrition, dehydration, or food contamination.

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6. Nutrition and Hydration

CAREHOPES™ recognises that good nutrition supports:

- Physical health
- Cognitive functioning
- Emotional wellbeing
- Recovery from illness

- Independence

Employees should encourage:

- Adequate hydration
- Balanced meals
- Appropriate nutrition
- Regular meal patterns

Where concerns are identified, employees must report these through appropriate organisational channels.

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7. Food Hygiene Standards

When supporting individuals around meals, employees should:

- Wash hands before food handling.
- Ensure food preparation areas appear clean.
- Use clean utensils where appropriate.
- Check expiry dates if concerns arise.
- Observe safe food storage practices.
- Dispose of spoiled food safely when authorised.

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8. Personal Hygiene

Employees must maintain:

- Clean clothing
- Appropriate grooming
- Hand hygiene
- Good respiratory hygiene
- Professional appearance

Employees must not attend work if suffering from contagious symptoms that could place service users or colleagues at risk unless cleared in accordance with organisational procedures.

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9. Infection Prevention and Control

Employees must:

- Follow hand hygiene procedures.
- Follow infection control guidance.
- Use PPE where required.
- Report infectious disease concerns.
- Maintain safe working practices.

Where outbreaks or infections are suspected, employees must immediately notify management.

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10. Cultural, Religious and Lifestyle Requirements

CAREHOPES™ respects:

- Faith-based dietary requirements
- Cultural food preferences
- Ethical food choices
- Medical dietary restrictions
- Lifestyle preferences

Employees must not impose their personal views about food, diet, religion, culture, or lifestyle on service users.

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11. Safeguarding Considerations

Food and nutrition concerns may indicate:

- Neglect
- Self-neglect
- Financial abuse
- Physical ill health
- Cognitive decline
- Safeguarding risks

Employees must report concerns immediately where there is a risk to wellbeing or safety.

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12. Training Requirements

CAREHOPES™ may require employees to complete:

- Food Hygiene Awareness
- Nutrition and Hydration Awareness
- Infection Prevention and Control Training
- Health and Safety Training

Where role-specific responsibilities require additional competency, employees must complete relevant training before undertaking such duties.

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13. Supervisory Responsibilities

Supervisors must:

- Monitor compliance.
- Support employee training.
- Review reported concerns.
- Escalate safeguarding issues.
- Promote good practice.
- Monitor environmental risks affecting service users.

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14. Third-Party Provider Responsibilities

Third-party providers must:

- Follow food safety standards.
- Maintain hygiene standards.
- Report concerns.
- Protect service users from avoidable food-related risks.
- Comply with applicable legislation.

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15. Monitoring and Compliance

CAREHOPES™ will monitor compliance through:

- Supervision
- Audits
- Spot checks
- Incident reviews
- Complaints and feedback
- Safeguarding reviews

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16. Breach of Policy

Failure to comply with this policy may result in:

- Additional training
- Supervision action plans
- Disciplinary action
- Suspension
- Contract review
- Termination of engagement
- Referral to external agencies where necessary

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17. Policy Review

This policy will be reviewed:

- Annually
- Following legislative changes
- Following significant incidents
- Following regulatory updates
- Following service development

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18. Related Policies

- Duty of Care Policy
- Health and Safety Policy
- Infection Prevention and Control Policy
- Wellbeing Monitoring Policy
- Safeguarding Adults Policy
- Safeguarding Children Policy
- Risk Assessment Policy
- Incident Reporting Policy
- Equality, Diversity and Inclusion Policy