

Bishop Indian Head Start Food Service Employee Hygiene Practices

Food Service Employee Hygiene Practices (Dress Code)

Policy: Food is handled and prepared in a safe and sanitary environment.

Procedure

- ✓ Food Service staff will dress in clean shirts, skirts, pants, and use hats or other appropriate hair restraints to prevent contamination of food.
- ✓ It is the responsibility of the BIHS Director or other Person in Charge (PIC) to ensure that clothes and shoes are appropriate for the job, clean, free of rips or holes, and in good condition.
- ✓ Staff members shall supply their own shoes and hair restraints; hair needs restrained when shoulder length.
- ✓ Employees must wear sturdy, low-heeled shoes which prevent slips, falls, trips burns, and cuts. Shoes must fit properly, be secured to the foot (no flip-flops) and non-slip soles.
- ✓ Limit the amount of jewelry worn on fingers and forearms to plain wedding band, medical bracelet or plain watch band. Jewelry can hide food particles and germs that can cause people to become sick.
- ✓ All Food Service Staff should always wear a clean apron each day while involved in food preparation. Aprons should always be taken off when leaving a kitchen area.
- ✓ Be sure to scrub underneath fingernails. Keep fingernails short. Do not wear fingernail polish or fake fingernails.
- ✓ Employees must eat and drink in designated areas. Employee may drink from clean closed beverage containers with a handle or straw. The container must be stored in a separate place away from food, utensils and equipment.
- ✓ BIHS is a tobacco free environment. Smoking is prohibited on the BIHS campus.
- ✓ Wash hands twice after using restroom, after eating, after you blow your nose and after smoking break before returning to kitchen.

This policy complies with Head Start Performance Standard 45CFR Section 1304.23.

The Bishop Indian Head Start Employee Hygiene Policy has been received, discussed, and approved by the BIHS Policy Council, Tribal Council, and Health Advisory.

BIHS Policy Council: *Amanda Miloradich* Title *Policy Chair*
Date: _____

Bishop Paiute Tribal Council: *[Signature]* Title *CHAIRMAN*
Date: *1/12/17*

BIHS Health Advisory: *Amanda Miloradich* Title *Health/Disabilities*
Date: *11/16/16*

BIHS Employee/Volunteer: *[Signature]* Title *Head cook*
Date: *8-23-16*