Dear Parents,

many food products are affected by certain influences, such as, e.g. high summer temperatures, inadequate refrigeration or insufficient heating and as a result can have adverse effects on human health.

Children especially are particularly vulnerable to "spoiled" foodstuffs as their bodies are not yet as strong as those of adults.

For this reason it is important that you, when you are preparing food for your child or for the day nursery or school, avoid certain foodstuffs and follow certain hygiene rules.

We have summarized the most important points for you in this leaflet so that everybody can look forward to the breakfast you have prepared, the lovingly put together afternoon snack or the cakes and dishes you have brought with you.

Have lots of fun and enjoy your meal.

Your Quality Management Team
Day Nursery and School Catering
You must not bring these foods with you

- raw minced meat (e.g. ground pork, raw meatloaf, tartar)
- spreadable raw sausage (e.g. ground pork sausage, teewurst)
- raw milk or certified raw milk
- unmatured raw milk cheese and other fresh raw milk products
- insufficiently cooked through meat
- raw fish products (e.g. smoked salmon, gravied lachs, sushi)
- food with raw eggs (e.g. home-made mayonnaise, desserts with raw egg)
- ice cream that is or has been melted already
- dishes with not thoroughly cooked deep-frozen berries

Advice about the hygienic handling of food

**Keep food cool**
Perishable foods such as meat / fish, eggs, milk and all dishes which are prepared with these foods must be stored in a refrigerator at a maximum temperature of 7°C. Dishes should always be kept cold during transport to the day nursery / school (cool bags, cold packs, etc.). For your children’s snacks which are to be eaten in the afternoon we recommend non-sensitive food (for example pieces of fruit / vegetables, bread) as food being kept cool throughout the day in the nursery or school cannot be guaranteed.

**Wash food**
Always thoroughly wash food to be eaten raw (for example, fruit, vegetables, salad). (In Germany tap water is of drinking quality water.)

**Respect storage periods**
Pay attention to the specified use by and best before dates on the packaging. On expiry these foods may no longer be used in communal catering.

**Handling raw and cooked foods**
When preparing raw and cooked foods, never use the same kitchen utensils without having first thoroughly washed them.

**Process quickly**
Process perishable food quickly. The longer it is exposed to heat the greater is the risk of germ multiplication.

**Personal Hygiene**
For your own and the safety of all, please ensure sufficiently good and thorough personal hygiene (e.g. hand washing before every handling of food).

**Completely defrost food**
Before preparation, allow frozen meat without its packaging to completely thaw on a draining grille. Carefully pour away the defrost water as it contains germs in considerable amounts. Thoroughly clean all objects which have come into contact with it.

**Adequately (thoroughly) heat food**
Always heat perishable food at at least 70°C, only so will all germs and bacteria be killed off. (Poultry must no longer have a rosy appearance and bones must be easy to remove. Cook eggs for at least 10 minutes until the yolk is firm. After cooking, minced meat must be equally grey on the inside, too.)

**Cooling**
Quickly cool hot food in flat containers. Allow cooked ingredients for salads to cool down before mixing the salad so that the other ingredients are not warmed up.

**Tasting**
Pay attention to hygienic tasting. Use only, clean and fresh cutlery /crockery.

**Baking**
Always thoroughly bake through cakes, waffles and all doughs which contain raw eggs.

**Cover food**
Store ready-to-eat food completely covered in the refrigerator.