



## Healthy Food Handling Policy and BBQ Fact Sheet

AU Sport is committed to the health and wellbeing of the people involved with Uni Sport and we will be diligent in providing safe and healthy food options at events. AU Sport encourages AU Sport Clubs to do the same, especially those with food outlets like canteens or those which use food as a fundraising tool.

### **AU Sport shall ensure:**

- In organising on and off-site functions, healthy food options will also be made available
- AU Clubs, with onsite food, have procedures in place for storage, handling, volunteer training and the cleaning of food preparation areas to maximize food safety
- AU Sport will encourage AU Clubs to review its food menu items to ensure that healthy food options are maintained and where possible are increased
- Healthy food options will be displayed prominently at point of sale
- Healthy food options will be priced to maximize appeal

### **AU Sport encourages the following food procedures:**

- That AU Clubs display signs in food preparation areas to remind people of hygiene requirements e.g. wearing of disposable gloves, washing of hands  
(*example poster provided by Victorian Government, Department of Health*)
- That AU Clubs ensure that disposable gloves, hand wash and clean water are all available in food preparation areas
- That AU Clubs have cleaning procedures displayed in food preparation areas to assist volunteers to know what is required  
(*example poster provided by Victorian Government, Department of Health*)
- That AU Clubs undertake a preseason kitchen / canteen equipment and maintenance check to ensure all kitchen tools, crockery, cutlery, appliances and cool storage are in working order, clean and replaced when needed.

### **More Information**

Community Clubs and groups that sell food are considered 'food businesses' under the law. The definition of "sell" includes activities such as a sports club selling cakes or pies, or a church group's annual stall selling donated food. "Sell" includes requesting a donation for a food or charging for food as part of a service, such as supper provided at a cabaret.

The preparation of food by volunteers in their homes for sale at a fundraising event is not covered by food law, though volunteers may nonetheless find the food safety information provided by the Government of South Australia, Department of Health ([www.health.sa.gov.au/pehs/Food/kit-charities-community.htm](http://www.health.sa.gov.au/pehs/Food/kit-charities-community.htm)) useful.

## BBQs Fact Sheet

Sausage sizzles and barbeques are a popular way to raise money for AU Sport Clubs. Provided you take some simple safety precautions as explained and sell freshly cooked food straight from the barbeque, all involved should be safe.

**Barbeque Safety Tips** (provide by [www.choice.com.au](http://www.choice.com.au)):

- Cylinder dos and don'ts
  - Always keep LPG cylinders upright
  - When transporting a cylinder, make sure it's well secured so it can't roll around
  - Don't leave cylinders in the car.
- Barbeque dos and don'ts
  - Never use a barbeque on the wrong kind of gas
  - Don't barbecue in a confined space or indoors
  - At the first sign of problems, turn off your control valves, turn off the fuel tank, and disconnect everything.

### Barbeque Food Handling Safety Tips

- Cleaning and hygiene
  - Clean all your equipment and food preparation areas before and after you use them.
  - Make sure there's somewhere for food handlers to wash their hands, otherwise have suitable hand sanitisers available.
  - Remove waste and clean the barbecue.
- Transport
  - Use an insulated cooler with plenty of ice or cool packs around the meat when transporting sausages/meat.
- Storage
  - Keep sausages in an insulated cooler.
  - Only remove sausages from the cooler when you're ready to cook them.
  - Never leave meat sitting around at room temperature.
  - Protect bread and onions from insects and dust by keeping them wrapped, or in sealed containers.
  - Do not re-freeze sausages that have been thawed.
  - Throw out any sausages left over at the end of the fundraiser.
- Cooking
  - Always cook sausages thoroughly.
  - Always use clean utensils.
  - Never use the same plate or tongs for raw and cooked foods.
  - Wear gloves when handling food. However, for safety reasons don't wear them if you are cooking food.
- Allergies and intolerances
  - Make sure foods containing ingredients that can cause reactions (such as eggs, gluten, sesame, nuts, milk and soybeans) are identifiable. You should be able to provide accurate information about ingredients in foods to customers.

## **Culturally Sensitive Options**

Be aware that different cultural groups have strict preparation requirements and AU Sport encourages Clubs, where they can, to cater for Islamic halal or Jewish kosher rules, vegetarianism and veganism.

## **The process for holding a BBQ on Campus**

For AU Sport Clubs who would like to hold a barbeque on the North Adelaide Campus the process involves:

1. Book a location with Toni Pihodnya, Facilities and Events Coordinator, [toni.pihodnya@adelaide.edu.au](mailto:toni.pihodnya@adelaide.edu.au) / 83135151
2. Book a barbeque via email to [eventsuniclub@adelaide.edu.au](mailto:eventsuniclub@adelaide.edu.au) / 83133077, which costs \$65 to hire. (as of April 2015)
3. Book with AU Sport if you would like to borrow a marquee.

It is your responsibility to perform the following:

- Collect the barbeque from the loading dock, Western side of Union House, behind Little Theatre
- Return the barbeque cleaned
- You need to supply all tongs & utensils for cooking, scrapers for cleaning the barbeque
- You must provide CARDBOARD - to lay underneath your barbeque to prevent damage to the lawns or pavement on campus
- The oil/fat from the drip container provided needs to be disposed of properly and not emptied out onto lawns

## **BBQs on Playing Fields (North Adelaide, Waite, West Lakes)**

The use of barbeques and/or fires on the any playing fields including the North Adelaide, Waite or West Lakes Hockey Playing Fields is strictly prohibited. The use of barbeques on concrete or paved pathways surrounding buildings on the playing fields is permitted if the requesting user agrees to comply with the following provisions below and included in the '**University of Adelaide Playing Fields Policy**'.

- a. Only gas-fuelled barbeques will be permitted to be used at the playing fields. The lighting of wood fires is strictly prohibited.
- b. A control method (such as cardboard etc) must be placed under the barbeque to prevent fat and oil from being spilt on paved areas or any nearby brickwork;
- c. The fat run-off and splatter from the barbecue must be contained and collected while cooking and disposed of properly, ie not onto lawns or garden beds or into the stormwater system;
- d. Sufficient waste bins are to be provided for patrons
- e. If any stains are left on any surfaces, including grass, the club agrees to pay the full cost of removing the stains/repairing the damage.

## **Location of BBQs**

### **North Adelaide University of Adelaide Playing Fields**

Park 12 (Main University Oval),

All barbeques must be held entirely within the grandstand car park or outside of the fence surrounding the playing fields, or as directed by the AU Sport.

Park 10

It is preferred that all barbeques be held on the northern side of the oval closely adjacent to the dirt jogging/running track.

### **Waite**

It is preferred that all barbeques be held on concrete near the clubrooms.

### **West Lakes Hockey Centre**

It is preferred that all barbeques be held on concrete near the clubrooms

Permission via email to AU Sport to hold barbeques at the playing fields must first be obtained from the AU Sport at least seven (7) days prior to the holding of the barbeque unless an ongoing agreement is in place.

All conditions imposed by AU Sport on the holding of a barbeque at the playing fields must be strictly adhered to by those holding the barbeque. Those holding a BBQ will be responsible for any damage caused by or during the permitted barbeque and shall be held fully liable to pay for all such damage.

(Example poster provided by Victorian Government, Department of Health)

# Food Safety Rules



### Cold storage

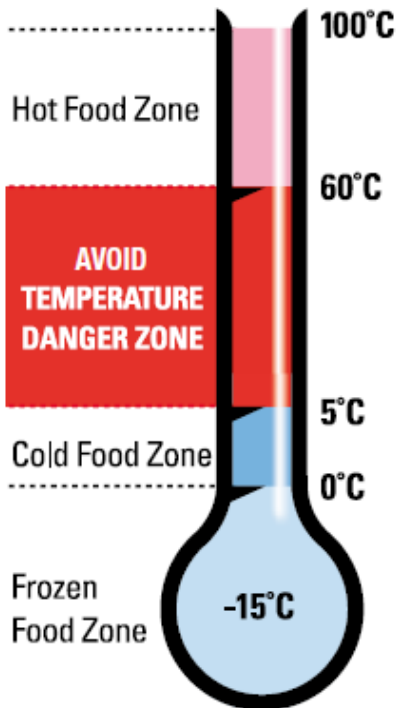
- Cold food must be 5 °C or colder.
- Frozen food must be frozen hard.
- Check the temperature of fridges and cold storage areas regularly.
- Thaw food in your fridge, away from, and below, cooked or ready to eat food.

### Preparation

- Limit the time that high-risk food is in the temperature danger zone and return to the refrigerator during delays.
- If food is kept within the temperature danger zone for a total time of 4 hours or more, throw it out.

### Cross-contamination

- Cross-contamination occurs when harmful bacteria or allergens spread to food from other food, surfaces, hands or equipment. This can lead to food-poisoning, to ensure cross-contamination does not occur, make sure you;
- Keep raw food separate from cooked or ready-to-eat food.
- Use separate utensils and cutting boards when preparing raw and cooked or ready-to-eat food.



### Cooking food

- Use a thermometer to make sure foods are thoroughly cooked and the centre reaches 75 °C.
- Hot food must be kept at 60 °C or hotter.
- Check that only clear juices run from thoroughly cooked minced meat, poultry, chicken or rolled roasts.

### Cooling food

- High-risk food must cool from 60 °C to 21 °C in the first 2 hours, and then to 5 °C or lower in the next 4 hours.
- Once food has cooled to 21 °C put it in the refrigerator or freezer.
- Large portions of food take longer to cool. Divide large portions into smaller batches before cooling.

### Cleaning

- Use clean, sanitised and dry cutting boards, equipment and utensils.
- Clean and rinse wiping cloths after each use, and change frequently.
- Wash hands thoroughly and regularly.

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Temperature



Hygiene



Cross-contamination

(Example poster provided by Victorian Government, Department of Health)

# Keep Hands Clean and Food Safe

## Hand hygiene Washing your hands



1. Hands are only washed in the basin provided.



2. Use soap to work up a lather.



3. Wash palms, fingers, thumbs, nails and wrists (use a nail brush if necessary).



4. Rinse off soap by washing hands under running hot water.



5. Dry with paper towel.

**Staff must wash their hands before:**

- Starting or re-commencing food handling (for example, starting a shift, returning from a break)
- Handling food
- Wearing disposable gloves



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**Staff must wash their hands after:**

- Attending the toilet
- Handling raw ingredients
- Eating or drinking
- Habits that may cause contamination, such as licking fingers, biting nails, smoking, touching pimples or sores
- Coughing, sneezing, using a handkerchief or disposable tissue
- Disposing of or handling waste
- Handling animals
- Handling anything else other than the food (for example, money, cleaning cloths, cleaning equipment)
- Handling any food that may potentially contaminate other food products.

(example poster provided by Victorian Government, Department of Health)

# Safety is everyone's responsibility

# health

Food safety tips – class 4 premises

## Sausage sizzles

**Sausages, onions, sauce and bread only**

### Cleaning and hygiene

- Clean all your equipment and food preparation areas before and after you use them.
- Make sure there's somewhere for food handlers to wash their hands, otherwise have suitable hand sanitisers available.
- Remove waste and clean the barbeque.

### Transport

- Use an insulated cooler with plenty of ice or cool packs around the meat when transporting sausages.

### Storage

- Keep sausages in an insulated cooler.
- Only remove sausages from the cooler when you're ready to cook them.
- Never leave meat sitting around at room temperature.
- Protect bread and onions from insects and dust by keeping them wrapped, or in sealed containers.
- Do not refreeze sausages that have been thawed.
- Throw out any sausages left over at the end of the fundraiser.

### Cooking

- Always cook sausages thoroughly.
- Always use clean utensils.
- Never use the same plate or tongs for raw and cooked foods.



### Allergies and intolerances

Make sure foods containing ingredients that can cause reactions (such as eggs, gluten, sesame, nuts, milk and soybeans) are identifiable. You should be able to provide accurate information about ingredients in foods to customers.

### Contacts

**More on food stalls** — Single approval to operate in Victoria [www.health.vic.gov.au/foodsafety/bus/mobile.htm](http://www.health.vic.gov.au/foodsafety/bus/mobile.htm)

**Department of Health**  
[www.health.vic.gov.au/foodsafety](http://www.health.vic.gov.au/foodsafety)  
**email:** [foodsafety@health.vic.gov.au](mailto:foodsafety@health.vic.gov.au)  
**phone:** 1300 364 352

**dofoodsafely** — is a free online learning program for food handlers  
<http://dofoodsafely.health.vic.gov.au>