

Kitchen OPEN

1. Remove coat.
2. **WASH** hands (use hand wash basin at door).
3. Wipe all surfaces with antibacterial spray (cloths under food prep sink).
Yellow :- kitchen surfaces / food prep sink.
Blue :- dishwashing area / sinks.
Green :- hall use.

KITCHEN RULES

1. All prepared food and clean dishes:- **GO THROUGH HATCH TO HALL.**
2. All used items and dirty dishes:- **RETURN TO KITCHEN THROUGH DOUBLE DOORS.**
3. All used dishes should be washed in left hand sink and rinsed in hot water in the right.
4. Clean as you go with antibacterial spray.
5. **ALWAYS** wash hands on returning to kitchen.
6. **DO NOT** use store cupboard and food supplies.
7. Fridge/freezer **ARE RESERVED** for The Mill Cafe use (a fridge upstairs can be arranged for use through prior arrangement).
8. Coffee machine **NOT** to be used.
9. Dishwasher, filter coffee machine and oven **NOT** to be used unless prior arrangement and training has been given.
10. Microwave must be thoroughly cleaned after use.

Kitchen CLOSE

1. Used equipment to be returned to correct cupboards.
2. Empty all recycling bins and waste bin.
3. Wash all sinks with cream cleanser (found under hand wash sink)
4. Wipe down all surfaces and spillages on unit doors.
5. Laundry should be taken away, cleaned and returned in 2 days.
6. Sweep and mop floor (mop found in cupboard opposite hand wash sink. Use cleaner's cupboard to fill mop bucket).
7. Turn off all equipment and lights.

Thank you for your cooperation.