

FOOD SAFETY INSPECTION REPORT

Business details

Full name of food business operator/proprietor	Management Committee Of Cuckfield Pre-School Playgroup
Trading name	Cuckfield Pre-School Playgroup
Business address	Cuckfield Village Hall London Lane Cuckfield Haywards Heath West Sussex RH17 5BD
Head Office address	
Registered office address	
Type of business	Hospital/Residential Home/School

Intervention Details

Date & time	Date: 18/10/23 Time: 11.5am
Intervention type	Food hygiene inspection
Specific food law under which intervention conducted	Food Safety Act 1990 European Union (Withdrawal) Act 2018 Regulation (EC) No. 178/2002 Regulation (EC) No. 852/2004 Food Safety and Hygiene (England) Regulations 2013 General Food Regulations 2004 Other:
Areas inspected	All areas
Documents and/or other records examined	Previous managers SFBB
Samples taken	NA
Key points discussed during the visit	<p>Decoration in the kitchen – see comments.</p> <p>Allergies: I would advise looking at the Food Standards Agency website where you will find information and free training which also provides a certificate. www.food.gov.uk/business-guidance/allergy-training-for-food-businesses www.food.gov.uk/safety-hygiene/food-allergy-and-intolerance</p> <p>Safer food, better business (SFBB) I would advise you download a new copy of the Safer Food Better Business guide to use as a simplified documentation system. Food safety management procedures and food hygiene regulations for small businesses. https://www.food.gov.uk/business-guidance/safer-food-better-business-sfbb</p>
Action to be taken by the Food Authority	

Priority actions / improvements required

Compliance with food hygiene and safety procedures	Good food hygiene procedures
Compliance with structural requirements	<p>1. Poor repair The painted walls in the kitchen are damaged, in particular around the hand wash basin. Renew or repair the wall covering to leave in a sound easy to clean condition. <i>[Regulation (EC) No 852/2004 Annex II Chapter II paragraph 1(b)]</i> To be complied with by January 2024</p> <p>2. Poor repair</p> <ul style="list-style-type: none"> The side of the kitchen unit is damaged and cannot be effectively cleaned. Repair the side of the kitchen unit, to ensure the finished surface is easy to clean. The fridge door is rusty and cannot be cleaned, it should be repaired or repainted <p><i>[Regulation (EC) No 852/2004 Annex II Chapter I paragraph 1]</i> To be complied with by January 2024</p>
Confidence in management and control procedures	Satisfactory food management procedures

Food hygiene rating

Criteria assessed	Risk score
Compliance with food hygiene and safety procedures	0
Compliance with structural requirements	5
Confidence in management and control procedures	0
Food hygiene rating	5

Local authority and inspecting officer details

Signed by officer		Name in capitals	S SWINDLEY
Designation of officer	Food Safety Officer		
Contact details	Tel. 01444 477355	Email: foodsafety@midsussex.gov.uk	
Contact details of senior officer in case of dispute	Licensing, Food & Safety Team Leader Tel. 01444 477295	Email: foodsafety@midsussex.gov.uk	
Food Authority name and address	Licensing, Food & Safety Team, Environmental Health, Mid Sussex District Council, Oaklands, Oaklands Road, Haywards Heath, West Sussex RH16 1SS		
Signed by Food Business Operator / Representative		Name in capitals	Ana Micu
Date	18/10/23		

NOTES FOR INFORMATION

- This report only covers the areas inspected at the time of the visit. It does not indicate compliance with any provision of the food legislation or of any other environmental health legislation.
- If you are unclear about what is being required, or you find that you are unable to carry out the works, please contact the Officer named on the form at the address or telephone number shown on page 2 of this report.
- This is not a legal Notice. If such Notices are deemed to be required this will be indicated in the "Action to be taken by the Food Authority" section and they will be issued separately following this visit.

More detailed practical information concerning the requirements of the food safety legislation can be found on the Food Standards Agency website food.gov.uk. Further food safety information can be found on the Council's website midsussex.gov.uk and various leaflets are available from the Licensing, Food and Safety Team at Mid Sussex District Council.

Summary of the Council's Environmental Health enforcement policy

It is our policy that enforcement action is based upon an assessment of the probability of harm to health, safety, quality of life, and non-compliance with the law. We recognise that proportionality, consistency, transparency and targeting are vital elements of this policy. We therefore seek to ensure that our enforcement actions are:

- **Proportionate** – and thus action taken to achieve compliance with the law will be proportionate to the seriousness of the breach.
- **Consistent** – so that a similar approach will be taken in similar circumstances to achieve similar ends.
- **Transparent** – in that when enforcement action is taken, an explanation will be given of the legal basis for the action and our procedure.
- **Targeted** – on those whose activities give rise to the risks that are most serious or the risks which are least well controlled.

Enforcement decisions will be consistent, balanced, and fair and relate to common standards. When taking action, consideration will be given to:

- The seriousness of the offence.
- The history of the business or individual concerned.
- Confidence in management and / or the attitude of the individual concerned.
- Consequences of non-compliance.
- The likely effectiveness of the various enforcement options.

This is only a summary of the Council's Environmental Health Enforcement Policy. A copy of the full policy may be found on the Council's website at Environment - Mid Sussex District Council, or you may request a copy by contacting the Environmental Health Section on 01444 477433.

Enquiries concerning the application of the enforcement policy may be directed to:

Team Leader, Licensing, Food & Safety, Mid Sussex District Council, Oaklands, Oaklands Road, Haywards Heath, West Sussex RH16 1SS.

Food Hygiene Rating Score

Your Food Hygiene Rating is calculated using the risk scores for compliance with food hygiene and safety procedures, compliance with structural requirements and confidence in management and control procedures in the following way:

Total Score	0 to 15	20	25 to 30	35 to 40	45 to 50	Above 50
Maximum in any section	Up to 5	Up to 10	Up to 10	Up to 15	Up to 20	
Food Hygiene Rating	5	4	3	2	1	0
Standard Achieved	VERY GOOD	GOOD	GENERALLY SATISFACTORY	IMPROVEMENT NECESSARY	MAJOR IMPROVEMENT NECESSARY	URGENT IMPROVEMENT NECESSARY

FOOD HYGIENE RATING SCHEME

Food Hygiene Rating

Your food hygiene rating will be published at ratings.food.gov.uk if no appeal is lodged within 21 days of the notification of your rating. You may request in writing that your rating is published before the appeal periods ends. If you appeal, your food hygiene rating will be shown as 'awaiting publication'. When stickers are issued, they remain the property of Mid Sussex District Council and all rights are reserved. Only one rating – the most recent – must be displayed at any point in time. If a sticker is used to mislead the public or misrepresent the food business in any way including by defacing and tampering this may constitute an offence under trading standards legislation for example an offence under the Consumer Protection from Unfair Trading Regulations 2008, which impose a general prohibition on unfair commercial practices.

Right to Appeal the Food Hygiene Rating

- As the food business operator of the establishment you have a right to appeal the food hygiene rating given following your inspection if you do not agree that the rating reflects the hygiene standards and management controls found at the time of the inspection.
- The food business operator has **21 days (including weekends and bank holidays) from the date of receipt of this notification to lodge an appeal.**
- In the first instance, the food business operator should discuss the matter with the inspecting officer to resolve any dispute about the food hygiene rating in an informal manner. The officer should be able to further clarify and explain how it was derived.
- If the dispute is not resolved informally, you should complete a Food Hygiene Rating Scheme Appeal form and return it to the Licensing, Food and Safety Team Leader. Contact details are provided on page 3 of this report.
- The Licensing, Food and Safety Team Leader will review your rating and communicate the outcome of your appeal to you within 21 days.

Food Hygiene Rating Scheme 'Right to reply'

- As the food business operator of the establishment you have a 'right to reply' in respect of the food hygiene rating given following your inspection.
- The purpose is to enable you to give an explanation of subsequent actions that have been taken to make the required improvements as detailed in the inspection letter, or to explain mitigation for the circumstances at the time of the inspection. It is not for making complaints or for criticising the scheme or the officer who carried out the inspection.
- If you wish to use this 'right to reply', please complete a Right to Reply form and return it to the Licensing, Food & Safety Team Leader - contact details are provided on page 3 of this report.
- Your comments will be reviewed and may be edited in order to remove offensive or defamatory remarks before being published online and displayed together with your food hygiene rating at [Search for ratings | Food Standards Agency](#).
- There will be a statement at [Search for ratings | Food Standards Agency](#) that will highlight that the accuracy of your comments has not been verified by local authority officers.

Food Hygiene Rating Scheme Request for a Re-Visit

- As the food business operator of the establishment you have a right to request a re-visit for the purposes of re-rating if you have taken action to rectify the non-compliances identified at the time of inspection.
- There is a charge for this re-visit. There is no limit on the number of requests you may make, but the charge will be applicable each time. Applications will only be accepted and deemed valid once payment has fully cleared.
- You must provide details of the improvements made with your request, including supporting evidence where appropriate.
- The re-visit will be carried out within a maximum of three months following the receipt of your request and payment of the fee.
- The Food Safety Officer will give you a 'new' food hygiene rating based on the level of compliance that is found at the time of the re-visit - you should be aware that your rating could go up, down or remain the same.
- To make a request for a re-visit, please complete the Request for a Re-Visit form.

Forms

If you would like to find out more about the scheme, visit our website at [Food Safety - Mid Sussex District Council](#) and the Food Standards Agency website at [Search for ratings | Food Standards Agency](#) where forms for lodging an appeal, for requesting a re-visit, and for submitting a 'right to reply' are available. Hard copies of the forms can be obtained from the Council by contacting Tel: 01444 477433.