



Safety Awareness Training

Food & Workplace Safety

Fire Safety & Cuts and Bruises

2024-2025 April Edition

In This Issue

As part of the District's continuing commitment to food and workplace safety, an in-depth training on various safety topics will be discussed and reviewed monthly. Please review the monthly newsletter as to why and how to keep our students, faculty and staff safe.

Training requirements

Food Services Manager or Sr. Food Service Worker duties:

- Allocate 15-30 minutes each month to conduct training
- Conduct a separate 5-minute breakout session on the **Safety Review** topic once or twice a month
- Trainings must be completed each month
- File all training materials in the Miscellaneous Folder
- Store training materials with end of year files at the end of the school year
- Complete the survey on the Food Services website to indicate that training is complete

All employees must:

- Sign the 2-part sign-in sheet. One for the Monthly Safety & Sanitation training and for the other column for Spotlight on Safety breakout session



SAFETY REVIEW: Best By Versus Expired Dates

- Understanding the difference between best by and expired dates
- How to stop throwing *cash in the trash*
- Why not to use foods after expired dates



Fire Safety

Fire safety refers to all measures taken to prevent or minimize fire damage to property and harm to people. Pre-fire planning is the key to a successful fire prevention program. It is vital that employees are trained in fire prevention. In addition, every employee needs to understand how to operate a fire extinguisher.



Fire Prevention

- To assist in preventing fires, there are several things you can do.
- Keep all objects away from water heaters and sprinkler heads; all fire exit pathways clear
- Location of fire extinguishers and fire exits

If the extinguisher is used, call for service (213)745-1435

NOTE: this is the same phone number as Pest Control

Kitchen Fire Prevention

Kitchen fires are responsible for more than half of all fires that start. They are especially dangerous because of grease build up throughout the kitchen and open flames. Here are some helpful tips that can reduce the chance of a kitchen fire starting.

Service Equipment

Ensure that appliances and equipment are adequately maintained to prevent malfunctioning and potentially cause a fire.

Properly Trained Staff

Every person working in or around must know where fire extinguishers and pull alarms are located. Train staff on how to use the fire extinguishers and what to do in case of a fire.

Check For Grease Buildup

Grease is easily flammable and can cause fires to spread very rapidly. Check areas around open flames and especially hoods for grease build up. Inform your manager immediately if grease build up is present.

Maintain A Safe Environment

Inspect the kitchen regularly for frayed wires, trip hazards and proximity of flammable materials to ovens, cooktops or other sources of fire.

ANSUL Fire Suppression

Safety regulations require automated fire suppression equipment for all hoods and exhaust duct systems in commercial kitchens..

When triggered by fire or the handle is pulled a fire suppression chemical sprays down from the nozzles under the hoods to smother all types of fires.

In the event your ANSUL is activated all food must be discard and kitchen will be closed for use until cleaned and approved to be reopened by OEHS. **Contact your AFSS if ANSUL is discharged.**



Fire Extinguishers

When selecting the appropriate type of fire extinguisher, it is important to think about extinguishing agents. Each class of fire is best fought by a specific extinguishing agent. You will find a color-coded box on your fire extinguisher identifying which classes of fire it can be used for, and the type of fire extinguishing agent it contains.



Class ABC Fire Extinguisher



Class BC Fire Extinguisher



Class K Fire Extinguisher

Using a Portable Fire Extinguisher

Portable fire extinguishers are very simple to use and are effective on small fires, as they only operate for 15 to 30 seconds. They must also be properly maintained, readily accessible, and quickly used by trained personnel.

Remember the simple acronym P.A.S.S. stands for Pull, Aim, Squeeze, and Sweep.

PULL the safety pin from the handle. Stand 8-10 feet away from the base of the fire.

AIM the extinguisher nozzle at the base of the fire.

SQUEEZE the handle slowly to discharge the agent.

SWEEP continuously from side to side until the fire is out. Stop when the fire is out and reserve the chemical in case you need to suppress a re-kindled fire.





SAFETY REVIEW

Cuts And Bruises

Cuts With Knives

Food preparation tasks require workers to use knives or cutting tools. As workers prepare food items, a simple slip of the hand or a distraction can result in a cut.



Bruises

Bruising occurs when the body absorbs an impact from a bump hazard such as: counter, cart or the floor. The small blood vessels under the skin swell and become inflamed.



Treatment For Minor Cuts

1. Wash the cut with soap and water.
2. Apply pressure and allow blood to flow helps flush out bacteria.
3. Control bleeding by not agitating the clotting blood because that will wash away the scab.

Treatment For Bruises

*When treating a bruise, Remember **R.I.C.E.R.** to treating a bruise.*

- Rest** the affected area from further damage.
- Ice** the bruise area reduces the swelling.
- Compression** wraps assists with swelling reduction.
- Elevate** the bruised area at or above heart.
- Rest** resting the injured area.

Cuts And Punctures

Cuts and punctures are the most common injuries in commercial kitchens and cafeterias. Equipment can create a dangerous environment when employees are not mindful and careful.

Here are some helpful tips to prevent lacerations and cuts.

- Store for knives safely (don't leave knives on counters and shelves)
- Use the right size knife for the task at hand
- Never leave knives in sinks, especially submerged in soapy water
- Use a cutting board when cutting and not the countertop



- Pass a knife to colleagues by laying it on a counter, or pass the knife with the blade tip pointed downwards
- Do not use knives that are dull
- When moving around kitchen, use verbal prompts such as: "behind you" or "sharp knife"
- Use box cutters, not knives when opening boxes.
 - Knife Utility W/ 3 Blades, CMS #5214

Focus of the Month: New Kitchen Equipment

We're excited to introduce new kitchen equipment for our Food Services Division, designed to enhance efficiency and meal quality. To ensure proper use and safety, managers will receive training in May and be notified of the dates in advance. This training will help them effectively operate the new equipment and maintain a smooth workflow in the cafeteria.




Vollrath
Insta Cut
5.1

New Equipment Coming to Our Cafeterias:

- Bunn – Hot Water Dispenser
(Secondary Sites)
- Edlund Electric Knife Sharpener
(Academy Sites)
- Robo Coupe – Immersion Blender with Mixer & Whisk Attachment
(All Sites with Sinks)
- Vollrath – Insta Cut 5.1
(All Sites with Sinks)
- Share Station Cart
(All Sites)
- Combi Ovens

(Baker Top 6-pan for Elementary Prep and Chef Top Big Roll in for Secondary Schools)

Required Training: Before these items can be put into use, we would like to ensure all necessary protocols are followed.

- Staff Training: All staff must receive proper training in the operation, cleaning, and safety procedures for each new piece of equipment before use.
- Food Safety: Always prioritize food safety practices when operating and cleaning these new tools.
- Best Practices: Refer to training resources for detailed instructions and suggested maintenance recommendations.
- Training Records: A training log must be signed by all staff after completing training for each piece of equipment (*New Food Services Equipment Training Log*). [CLICK HERE FOR FORM](#) 
- Standard Operating Procedures: Review SOP for New Kitchen Equipment.



Edlund Electric Knife Sharpener



Robot Coupe
Immersion
Blender
with Whisk
attachment



UNOX-Combi Oven

For any training-related questions, please reach out to your AFSS.