



Cooking Procedures

BEFORE YOU START.

If you are unwell, do not cook or handle food for others.

Before starting to cook, wash your hands well with soap and water. Wear an apron to protect your clothes and wear closed-in, non-slip shoes to protect your feet.

If you have long hair, tie it back so that you don't risk any hairs falling into your cooking. A hair in your lunch or dinner can be a great turnoff to a meal you were finding quite delicious.

Collect everything you need for your recipe before you start, all the ingredients and the necessary kitchen equipment.

If you need to use the oven for baking, arrange the oven shelves at the height you want before turning the oven on to the correct temperature before you start the recipe. If your recipe calls for chopped or shredded ingredients, do these before you begin. Also open any cans and wash any vegetables or fruits. Grease any baking tins if you need to.

All the recipes are set out in easy to follow step-by-step form. Remember to finish each step before beginning the next.

IMPORTANT SAFETY POINTS

Here are a few hints and tips to make cooking safe and enjoyable.

- Unless you are confident with the use of knives, ask for help to chop things. Never cut directly on a kitchen surface always use a chopping board. When you are using a knife, pick it up by the handle, not by the blade. Keep your fingers well clear of the blade edge when chopping foods. Take care when washing knives, too. Keep the sharp edge of the blade away from you and store the knives out of reach of any children.
- Always use oven gloves when you are moving anything into or out of the oven. Remember that anything you take from the oven or from the stove top will stay hot for a while. Turn saucepan handles to the side when cooking so you don't knock them, and make sure they are not over hotplates that are turned on. Remember to hold the handles of saucepans when stirring foods on the stove and use a wooden spoon or a metal spoon with a wooden handle. (All metal spoons can get hot when stirring foods.) Be very careful with pots and pans on the stove. Never reach across a hot saucepan of food - steam is very hot and can cause a nasty burn. Place hot saucepans and ovenproof dishes on a chopping board when you take them from the oven or the stove. Never set a hot pan directly on the kitchen bench or table.
- When cooking in a microwave, remember to use microwave-safe dishes and containers. Check if you're not sure. Some microwave dishes may need stirring during the cooking process to prevent food sticking to the sides and to avoid uneven cooking. You can interrupt the cycle, stir the dish, and press "START" again. Always use oven gloves for microwave cooking because the cooking dish can become very hot. Be very careful when you remove the plastic wrap that has covered a microwave cooked dish. The steam underneath the plastic can burn your hands.
- Never use electrical appliances near water. Always have dry hands before you start to use any electrical appliance.
- Remember to turn off the oven, the hotplate or gas ring or any other appliance when you have finished using it. Most importantly, clean up the kitchen when you have finished cooking. Put away all the ingredients and the equipment you have used. Wash the dishes in hot water with detergent, start with washing the least soiled dishes like glassware and bowls and then do the messy pans and baking tins. Air dry the dishes thoroughly and put them back in their place. Wipe down your work surface with a clean cloth and then, I'm sure, you'll be welcome to cook again another day.

FIRST AID FOR BURNS AND SCALDS.

Immediately COOL the burnt parts with cold water for at least 10 minutes. Make the person comfortable, but do not move them if the burn is serious. Treat for shock if necessary.

Protect against infection by covering the affected area with clean non-adherent material.

Do not touch. Do not remove stuck clothing. Do not apply lotions or ointments of any sort.

EMERGENCY ACTION – CLOTHING CATCHES FIRE.

Approach holding a coat or blanket in front of yourself. Wrap it around the person and lay them down flat. Smother the flames.

Call the ambulance. First aid as above.

FOOD SAFETY.

There are two main risks. Bacteria and Contamination. The following summary identifies activities and guidelines to minimise risks.

- Only purchase food from reliable sources, preferably in sealed packaging. Check 'use by' dates.
- Dry stored foods should be in original packaging or resealable containers, separated from cleaning chemicals, in a vermin proof cupboard.
- Food requiring refrigeration should be stored in original packaging, or sealed containers at temperatures below 5 Degrees C. Uncooked food (dairy and vegetables) should be stored above cooked food, which in turn is stored above raw food (meat).
- Frozen foods should be frozen hard (minus 20 Degrees C). Any thawed, or partially thawed food should be used straight away and not refrozen.
- Bacteria double every 20 minutes between 5 Deg and 60 Deg C. The safe limit is 2 hours between these temperatures, so be mindful when thawing frozen food, or preparing refrigerated food, or refrigerating cooked food.
- Wash your hands, and use clean utensils when cooking. Be mindful of cross contamination during food preparation. Cooking temperature must be above 72 Deg C to kill bacteria. Two hours after cooking, food must have been eaten, refrigerated or thrown out.