

Head Teacher  
The Ark Breakfast and Afterschool  
Club  
Nutfield Church Primary School  
Mid Street  
South Nutfield  
Redhill  
RH1 4JJ

**Our Ref:**

**If telephoning please ask for: Jackie Reid**

**Direct Line: 01883 732842**

**Email: Jreid1@tandridge.gov.uk**

**Date: 5 July 2024**

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**Dear Food Business Operator,**

**Re: Food Safety Act 1990 (AS AMENDED)  
The Food Safety and Hygiene (England) Regulations 2013  
Assimilated Regulations 178/2002 and 852/2004**

**The Ark Breakfast and Afterschool Club, Nutfield Church Primary School, Mid Street, South  
Nutfield, Redhill, RH1 4JJ**

I write further to a recent visit to your premises on 4<sup>th</sup> July 2024 the purpose of which was to check compliance with the requirements of food hygiene law, this visit was carried out with Ms Lynn Hargreaves-McCallum in attendance.

My visit involved an inspection of the premises, available documentation, procedures observed on that day and the food safety controls described or shown to me. No food or environmental samples were taken during my inspection.

The scoring of the inspection has been based on the low risk food preparation of sandwiches, fruit and cereals. There is no raw food preparation or cooking involved in the food service.

Your premises were found to be operating at a good standard.

## **Your food hygiene rating**

This authority operates the national Food Hygiene Rating Scheme. This is designed to help consumers choose where to eat out or shop for food by giving them information about the hygiene standards in food outlets at the time they are inspected to check compliance with legal requirements. Details of how ratings are calculated are enclosed, a sticker was left at the time of my visit.

**Your score will be displayed on the Food Hygiene Rating Scheme website <http://ratings.food.gov.uk> after 21 days of this letter.**

This report can be disclosed under the Freedom of Information Act 2000 upon request, unless any exceptions apply.

## **Please Note**

If you are unclear about anything in the report, or require any advice or guidance please get in touch with me - my contact details are given at the top of this letter.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jackie Reid', with a horizontal line underneath it.

**Jackie Reid**  
**Senior Environmental Health Officer**  
**Environmental Health & Licensing**

Sent via email: [info@nutfield.surrey.sch.uk](mailto:info@nutfield.surrey.sch.uk)



## FOOD HYGIENE RATING

Following your recent inspection you will find a window sticker enclosed with your inspection report. You can tell your customers how good your hygiene standards are by putting the sticker up in the window or on the door. Please destroy your previous rating sticker as only the most recent should be displayed. Your food hygiene rating will be published on the Food Standards Agency (FSA) web site at: [www.food.gov.uk/ratings](http://www.food.gov.uk/ratings) approximately 28 days after the inspection.

### Options available to Food Business Operators under the Food Hygiene Rating Scheme

If you think that the rating does not reflect the hygiene standards at the time of your inspection – you have 21 days in which you can **appeal**. You should appeal in writing to Trish O’Callaghan Commercial Team Leader, but I would recommend that you get in touch with me first so that I can help you to understand how your rating was worked out.

If you have improved hygiene standards since your inspection, or if there were unusual circumstances at the time of the inspection that might have affected your food hygiene rating, you have a **‘right to reply’** so that you can explain this to customers that look up your rating online.

Following a review carried out by the Food Standards Agency (FSA) of its guidance, local authority Food Services may now accept a **request for a re-visit on payment of a set fee** by a food business operator, in circumstances where there is no statutory requirement to provide such a re-visit.

Consequently, you now have a right as a food business operator to request a re-visit on payment of a non-refundable fee of £246 once your application has been accepted, relating to which, the following criteria apply: -

- You can make any number of such requests per each planned programmed or statutory inspection;
- You may make this request anytime after the planned or statutory inspection, but such an inspection may only be provided when you have made the required improvements;
- You will need to provide sufficient evidence that the required improvements have been made; and,
- You should be aware that the inspection will still be unannounced and that your business’s rating could go up, down or remain the same.

We require the following information for such a request for a revisit to be considered: -

- Business name/operator,
- Date of inspection,
- Food hygiene rating given,
- Detail and evidence of actions taken.

More information about these safeguards are provided on the FSA’s website at:-

<https://www.food.gov.uk/business-guidance/food-hygiene-ratings-for-businesses>

### How your food hygiene rating is determined

The rating is determined by your compliance with the following hygiene requirement ratings contained in the Food Law Code of Practice at the time of our inspection or audit of your food business:

- Level of (current) compliance with food hygiene and safety procedures (including food handling practices and procedures and temperature control),
- Level of (current) compliance with structural requirements (including cleanliness, layout, condition of structure, lighting, ventilation, facilities etc.), and
- Confidence in management/control procedures.

|                          |                                                                                   |                                                                                   |                                                                                   |                                                                                    |                                                                                     |                                                                                     |
|--------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Total score              | 0 – 15                                                                            | 20                                                                                | 25 – 30                                                                           | 35 – 40                                                                            | 45 – 50                                                                             | > 50                                                                                |
| Highest individual score | 5                                                                                 | 10                                                                                | 10                                                                                | 15                                                                                 | 20                                                                                  | -                                                                                   |
| Rating                   |  |  |  |  |  |  |

On the basis of the standards found at the inspection your rating has been calculated as follows:

|                                                    |          |
|----------------------------------------------------|----------|
| Compliance with food hygiene and safety procedures | 0        |
| Compliance with structural requirements            | 0        |
| Confidence in management/control procedures        | 0        |
| Total score                                        | 0        |
| Highest (this means poorest) individual score      | 0        |
| Food hygiene rating                                | <b>5</b> |

## Food Hygiene Rating scheme - how your rating is calculated

### Your inspection

At inspection, the food safety officer will check how well you are meeting the law on food hygiene. Three areas will be assessed. These are:

- how hygienically the food is handled – how it is prepared, cooked, cooled, stored, and what measures are taken to prevent food being contaminated with bacteria
- the condition of the structure of the premises including cleanliness, layout, lighting, ventilation, equipment and other facilities
- how you manage and record what you do to make sure food is safe using a system like Safer food, better business

You will be given a score for each area – see below. Food safety officers use guidance to determine how to score each of these areas.

| Criteria                                | Score       |   |    |    |    |            |
|-----------------------------------------|-------------|---|----|----|----|------------|
| How hygienically the food is handled    | 0           | 5 | 10 | 15 | 20 | 25         |
| Condition of structure                  | 0           | 5 | 10 | 15 | 20 | 25         |
| How you manage and document food safety | 0           | 5 | 10 |    | 20 | 30         |
| <b>Total score</b>                      | <b>0</b>    |   |    |    |    | <b>80</b>  |
| <b>Level of compliance</b>              | <b>High</b> |   |    |    |    | <b>Low</b> |

### Your food hygiene rating

The rating given depends on how well the business does overall – the total score. It also depends on the area(s) that need improving the most - the business may do better in some areas and less well in others. To get the top rating, you must score no more than 5 in each of the three areas. All businesses should be able to get the top rating. You will automatically get a new rating at each planned inspection.

| Total score                        | 0 – 15                                                                              | 20                                                                                  | 25 – 30                                                                             | 35 – 40                                                                              | 45 – 50                                                                               | > 50                                                                                  |
|------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| Highest permitted individual score | 5                                                                                   | 10                                                                                  | 10                                                                                  | 15                                                                                   | 20                                                                                    | -                                                                                     |
| Rating                             |  |  |  |  |  |  |

### Improving your food hygiene rating

The Food Standards Agency has a range of tools, such as Safer food, better business, that can help you manage food hygiene and keep your customers.

Check these out at [www.food.gov.uk/goodbusiness](http://www.food.gov.uk/goodbusiness)

To get the best possible rating, here's what you can do now:

- Look at your last food hygiene inspection report to check that you've taken all of the actions needed to ensure that you meet legal requirements. If you can't find your last report, contact us and we will be able to give you a copy.
- At your next inspection, if you don't get the top rating and you have queries about the improvements you need to make to get a better rating, then the food safety officer should be able to give you advice.
- Make sure that you and your staff continue to comply fully with all aspects of food hygiene law.



Safer food, better business