

Kitchen and lunches

Category:	Caring for people	Version:	1
Date of Issue:	01-11-08	Contact:	Operations Team Coordinator

Purpose

To provide guidance on using the kitchen and the provision of lunch at Northey Street City Farm.

Policy

1. One of the factors that sets The Farm apart from other community organisations is its tradition of all members eating together at lunch time. This tradition is a significant part of our culture. Most importantly, it enables members to be part of the physical celebration of Farm members reaping what they sow. The kitchen is a central part of The Farm community. “The family that eats together stays together”.
2. Complimentary lunches are provided for all workers Visitors are also welcome and have the opportunity to contribute to the meal via the donation bucket.
3. The Farm provides funds for dry goods, condiments, tea, milk, etc. Stocking these items is the responsibility of the Pantry Coordinator.
4. A fire extinguisher and fire blanket are to be clearly displayed and easily accessible at all times when the kitchen is in use.

Procedures

1. Tea making facilities are provided for all community members from Tuesday to Friday (8.00 am – 4.00 pm). We ask that you clean up after yourself. Coffee is a bonus!
2. Lunch is normally prepared by volunteers and permaculture students using fresh produce harvested from the kitchen garden, orchards or other Farm areas, as well as dry goods from the pantry (“Crocodile Cupboard”). Members are encouraged to bring along produce to share (i.e., surplus produce from home, donated bread from the local bakery, coffee beans!) if they have access to it. Lunch is usually at 12:30 pm and morning tea at 10:30 am.
3. A roster run by the Operations Team outlines who the Lunch Team Coordinator will be each day. Please put your hand up for this rewarding role if you are so inclined.
4. Everyone should contribute to the clean up in some way. Please help out where you can to show your appreciation for the meal. Towards the end of the working day, around 3:30 pm, all workers are asked to look over the kitchen to see what needs doing to leave it clean and secure—don’t leave it to the last staff member out!
5. Please keep in mind operational health and safety policies when using the water boiler, the gas stoves, knives and other potentially dangerous equipment. If an accident should occur, please advise the Lunch Team Coordinator or a member of the administration as soon as possible. You may be required to fill out an incident form. Please also be mindful of health and hygiene and wash your hands before cooking.
6. Signage is displayed in the kitchen, outlining the following:
 - a. lunch rosters (chef de jour),
 - b. protocols: washing up, cleaning of hands etc.

