Lesson Participants: School Nutrition Assistants

Type of Lesson: Face-to-face training session

Objective: For food service assistants to be able to accurately identify correct personal hygiene procedures.

Materials Needed:

- Trainer’s Script
- Pens and Pencils (one for each employee)
- Example Scenario (one for each employee)
Trainer’s Script:

Personal Hygiene

Introduction: (2 minutes)

SAY: During the next 10 minutes we will review personal hygiene. When it comes to preventing food borne illnesses, the first step you can take is to make sure you practice good personal hygiene at both work and home. Harmful bacteria can be found on your skin, clothing, under finger nails and in hair and can cause food borne illnesses. To prevent possible contamination of food you should bathe and wash your hair before coming to work, make sure nails are cut short and clean with no nail polish and that all clothing is clean. Leave your jewelry at home except for a plain wedding band.

Correct Personal Hygiene: (5 minutes)

SAY: Clean clothing is important in preventing food borne illnesses because fabric can collect and contain harmful bacteria. Make sure clothes worn to work are cleaned daily and if possible are only put on when at work. Always remove your apron when you leave the kitchen and properly store it. Do NOT wear your apron to the restroom!

SAY: A hair restraint should be worn at all times while in the kitchen. This will keep hair from falling in the food and keep you from touching your hair. If you wear a hat every day make sure this is cleaned daily.

SAY: All jewelry must be removed while working. Plain wedding bands are the only exception.

SAY: Hands can be a source of contamination. To prevent hand contamination, all finger nails are to be clean and cut short. No nail polish or fake fingernails are allowed. Nail polish can flake off and into food and can hide dirt underneath nails. Fake fingernails have the potential of breaking off into food. Any cuts or sores on hands need to be covered with a bandage and a glove should remain on that hand at all times to prevent the bandage from falling into food.

Example Scenario: (3 minutes)

DO: Pass out example scenario, pens and pencils.

SAY: Now we will go over an example scenario. I will pass out the handout. Read the directions and complete the scenario. We will go over once everyone is done.
Example Scenario

What’s Wrong and Right?

Directions: In the spaces provided write what the employee did wrong and right?

Before heading to work, Anna took a shower, trimmed her finger nails, and put on a new coat of nail polish. She put on her work clothes from the day before, and her bracelet. After getting ready for work, Anna wasn’t feeling well. She took her temperature, it was 102 degrees. Anna took some medicine and headed to work.

Wrong

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Right

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