



This sheet will outline some of the basic things to consider if you are selling or handling food at a school or charity event, such as a school fete or market stall. These do not apply if you are asking for donations only.

## Do I need a Food Hygiene certificate?

Food hygiene certificates are not a legal requirement if you are selling or handling food at an occasional school charity event, such as a school fete or market stall. To help make sure any food you make, handle and sell is safe, you should refer to the practical hygiene advice for caterers at [www.food.gov.uk/business-industry/caterers/food-hygiene](http://www.food.gov.uk/business-industry/caterers/food-hygiene).

Basic advice to consider:

### Cakes and other baked items

At home, people making cakes should follow these tips:

- Always wash your hands before preparing food.
- Make sure that surfaces, bowls, utensils, and any other equipment is clean.
- Don't use raw eggs in anything that won't be thoroughly cooked, such as icing or mousse.
- Keep cheesecakes and any cakes or desserts containing cream in the fridge.
- Store cakes in a clean, sealable container, away from flies.
- Keep away from soiled vegetables, eggs and raw foods, especially raw meat.

On the day, people bringing in cakes from home or running the stall should follow these tips:

- Transport cakes in a clean, sealable container.
- Wash their hands as frequently as possible.
- Make sure that cheesecake and any cakes or desserts containing cream are left out of the fridge for the shortest time possible.
- When handling cakes use tongs or a cake slice instead.
- Don't handle cakes and other baked items and money - have someone working the 'till' and another serving the produce.

### Produce in glass jars

It is safe to re-use glass jam jars to sell, for example, home-made jam or chutney if good hygiene is followed, for example:

- Jam jars should be free from chips and cracks, and should be sterilised.
- Well-fitting lids will minimise any hygiene risks to the food in the jars.



### Buffet and chilled food

In general, food that needs to be chilled, such as sandwich fillings, should be left out of the fridge for the shortest time possible. If it is left at room temperature for a long time, bacteria can grow or toxins can form, and both of these could cause food poisoning.

- If you are preparing a buffet, follow good hygiene advice as above.
- Try to keep food out for a short time and not more than four hours.
- After this time, any remaining food should be thrown away or put back in the fridge but if you do put the food back in the fridge, don't let it stand around at room temperature if you serve it again.



## Selling your school's eggs

DEFRA's (Department for Environment, Food and Rural Affairs) trade regulations include the following statement:

*'If you have fewer than 50 birds and sell at a public market you do not have to mark your eggs with a producer code. However, you must display your name, address, the best before date and advice on how to keep eggs chilled after purchase. You should also be aware that individual markets still may have their own rules which require the stamping of a producer code on hen eggs. If you have 50 or more hens you will need to be registered and stamp eggs with your producer code along with the best before date and advice to keep eggs chilled after purchase.'*

More information at [www.gov.uk/eggs-trade-regulations](http://www.gov.uk/eggs-trade-regulations).

For more catering advice on food at your school event visit:

[www.food.gov.uk/business-industry/caterers/food-hygiene/charity-community-groups](http://www.food.gov.uk/business-industry/caterers/food-hygiene/charity-community-groups)

## Labelling and allergies

You will have to follow food labelling regulations only if your charity or organisation is a registered food business. So, in general the labelling regulations won't apply to most food being sold at one-off events such as school fetes and markets which are not registered.

However, even if you're not legally required to label a food, you could label it voluntarily. For example:

- The product name.
- A list of ingredients (in descending order of weight).
- Details of any ingredients that could cause an allergic reaction – such as the 14 main allergens including: egg, milk, sulphites, peanuts and tree nuts.

If you do label a food, you must make sure that the information you provide is clear and accurate.

New laws about displaying food allergens only apply to registered food businesses but, if a person voluntarily provides allergen information, it will need to be accurate and in the correct format, especially if it is deemed to be pre-packed, such as a jar of jam or lemon curd.

See more at [www.food.gov.uk/business-industry/allergy-guide](http://www.food.gov.uk/business-industry/allergy-guide) where you will also find useful, clear information and posters ideal for use in a school.



## Packaging

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Pre-packing, such as preparing fruits and vegetables for sale with minimum processing, can attract a higher sales value than your product might otherwise attract.

- If you utilise reclaimed containers make sure that they are clean and suitably protect the product. All previous label markings and identities particularly the country of origin must be removed or obliterated. Any packaging materials used inside the package must always be clean and new.

Some suggestions to get the best out of packaging your products:

- Use clear plastic bags, with ventilation holes for leafy vegetables and salad.
- Avoid plastic bags for roots as they will sweat and the roots can rot.
- Avoid paper bags for wet produce, which will go soggy.

## Weights and measures

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Bagging and bunching your produce will save time later by avoiding the need to weigh things on the stall and makes it simpler for charging your customers. Some crops such as radishes, spring onions and carrots can be sold as bunches. These don't have to be weighed but you might find it easier to do so, so that the bunches are even in size.

- If you choose to sell by weight, produce should be sold in metric quantities, using kilogrammes and grams instead of pounds and ounces.
- For examples of quantities for your fruit and veg, visit; [www.sustainweb.org/pdf2/Guide to fruit and vegetables.pdf](http://www.sustainweb.org/pdf2/Guide%20to%20fruit%20and%20vegetables.pdf)
- The weighing machine you use must be approved for trade use and stamped to show it's been tested. Ask your equipment supplier for advice on this. Approved equipment should be marked 'CE' with a black 'M' on a green background and a four-digit number.

For more information contact your Trading Standards office at [www.gov.uk/find-local-trading-standards-office](http://www.gov.uk/find-local-trading-standards-office)

## Local, fresh, home grown or organic

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It is a real selling point for people that they know about where their food has come from and how it is produced. Make the most of this on your labelling. If you have used organic methods when growing food which you are later selling at an event, you cannot state that it is organic as this product must have been produced to certain regulations and inspected and certified by a registered certification body. What you can say is something along the lines of: *'this product has been grown using organic growing methods.'*

