

Recipe 4 Health - Gold Award – Self Assessment Form

Business name and address.....
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Manager/Proprietor details.....
Contact telephone number
Email address.....website.....
Please give an indication as to the type of your establishment.....

Please complete this self assessment form as comprehensively as possible. If you need more space, please include any extra information on additional paper and return it with your self assessment form. The more information you give us, the less an officer will need to ask on an assessment visit. If any questions are not applicable to your business please state this. Please would you also provide a copy of your menu when you return your assessment sheet.

If you require any further advice or assistance in completing this form, please go to www.lancashire.gov.uk/recipe4health or contact the Recipe 4 Health team on 01254 267688 or email us paul.barnard@blackburn.gov.uk

GOLD AWARD CRITERIA (Bronze and silver award criteria must be met and the criteria below where applicable)	BUSINESS COMMENT
CLEAN	
Attained a food hygiene rating system score of 5 (EH use only)	
HEALTHY EATING	
How do you promote healthy options to make them more attractive than standards menu items?	
Do you promote healthy eating guidelines on your premises? (Such as 5 – a – day, the Eatwell plate, reduced salt intake) Please give details.	
Are staff knowledgeable on how to choose a healthy diet and are they able to advise customers on healthy options? Please give details	
Do you ensure that products do not contain hydrogenated fats? How do you do this?	
Do you offer 'go large' and all you can eat options? We recommend that these are not offered as it supports the culture of overeating.	
Do your meat products such as sausages, burgers, and pies etc. have a meat content of over 65%?	

Is there an oily fish option available (e.g. oily fish is tuna, salmon, mackerel, pilchards and sardines – all but tuna are still classed as oily fish when canned)	
Are meat and fish dishes available that are not fried and have no fat added?	
Are salads served without dressing as standard?	
Are vegetables or salad included as an accompaniment as standard and are they incorporated into dishes wherever possible?	
Are sandwiches served without spread as standard, unless the customer specifically requests it?	
Are fruit and fruit based desserts available (e.g. whole fresh fruit, fruit salads, malt loaf, fruit cake, fruit crumbles)	
NB for premises providing food solely for under 5's such as nurseries and childcare settings there is no requirement to use low fat products, it is preferable to use full fat dairy products, however low sugar and low salt options are preferable	
ALLERGEN AND ALCOHOL AWARENESS	
Are all staff (including waiting staff) trained in allergen policies and procedures?	
Is allergy information provided on menus/chalk boards/point of sale?	
Are all staff made aware which menu items contain allergenic ingredients?	
Are menu indications changed if necessary and are these changes notified to waiting staff, in relation to use of allergenic ingredients?	
Do you operate a 25 policy for the sale of alcohol?	
Are staff trained on how to spot proxy purchasers?	
Do you have a documented policy on refusing sales to older adults purchasing alcohol on behalf of a person under the age of 18?	

Do all staff review the Age Check pack at least every 12 months, and is this documented?	
What training have staff received in relation to managing conflict with customers when refusing alcohol sales?	
Do you have a documented policy on not serving alcohol to persons already excessively intoxicated?	
Do you run a "Designated Driver Drinks" offers on your premise?	
Do you regularly audit the refusals log to ensure that all relevant staff are refusing and recording refusals	
Is training in relation to alcohol law and allergens documented and regularly refreshed?	
ENVIRONMENTAL FOCUS	NB – food hygiene and health and safety requirements take precedence over requirements to save energy etc – if this applies please explain in your answers.
Are Ingredients sourced as locally as possible? Please give examples	
Do your suppliers take back packaging for reuse where available?	
Are spray taps/hoses or percussion taps with flow restrictors installed in public bathrooms?	
Do you use water saving devices in toilet cisterns or dual flush systems?	
Are staff made aware of waste minimisation, water saving, and energy saving issues at staff meetings?	
Do you carry out checks on taps, seals on fridges and freezers regularly to ensure they are kept in good repair and fixed where necessary to avoid energy/water leakage?	

As an authorised person of the above named business I verify that all information supplied above is true and accurate at the time of completing this self assessment form

Print Name.....Signature.....Date.....

After completion please return to: Recipe 4 Health, Public Protection Service, Blackburn with Darwen Borough Council, White Dove Offices, Davyfield Road Depot, Roman Road Industrial Estate, Blackburn, BB1 2LX.