

* Food Safety Guidelines for local Market*

There are regulations that have been set by the HEALTH DEPARTMENT. If you are selling food there will be a copy of the Temporary Food Premises Guidelines made available to you by enquiring at the Roxby Downs Area School Front Office, or ask the market day co-ordinators. The Temporary Food Premises Guidelines have been prepared by the Department of Human services. There will be made available to you a Permanent Food Business Form.

This guidelines has been prepared by the Roxby Downs area School Parents and friends Committee. As organisers of the Market Day we are required to enforce the guidelines by the Department of Human services.

1. Please read the Temporary Food Premises Guidelines and adhere to the necessary rules and regulations.

2. It is your responsibility to inform us if you are selling any food or drink products **upon booking your site.**

3. **Before the sale of food items you must be registered with the local Council.** There are 3 ways that you can do this.

3.1 The School Office Staff or the Market Coordinators can issue you with the Food Business Form which can be lodged at the local Council. This needs to be completed and lodged 7 business days before the next Market. If you need any further information contact the council or the Market Coordinators who can help you with any enquiries.

3.2 A faster alternative is to **Fax** the form to **82815466.**

Or you can post it to the Salisbury Council, P.O. Box 8, 8 James Street, Salisbury SA 5108.

3.2 Another alternative is to go to the **website:** Food@dhs.sa.gov.au where you can register online directly.

4. Failure to do so will result in refusal to sell food items. These forms are available from the School Front Office or the co-ordinators on Market Day. There is no charge for this form or its lodgement to the Council.

5. You will be issued with a number from the Council. We ask that you carry this number with you to all Market Days. The co-ordinators may request a siting of this number.
6. This new Law includes any food items, either pre-packaged or homemade products. We hold the right to ask for removal of food items if it contradicts these Food Laws.
7. We request that all homemade items have a label of all their individual ingredients that they contain.
8. Our Market Day can be under scrutiny of a Food Inspector at any time. If the Laws have not been adhered to the stall holder may incur a fine.
9. If you are cooking with a flame (eg. Barbecue) you are required to have a fire extinguisher present. This is in conjunction with the Temporary Food Premises Guidelines 5.5.5.
10. In conjunction with the Temporary Food Premises Guidelines 5.1.1 anybody selling food that is cooked on site are required to have a temporary shelter. This shelter must consist of a roof with 3 walls and must be made of a vinyl or plastic material or any other approved material. This is the responsibility of the individual stall holders to supply and erect at each Market Day.
11. In conjunction with the Temporary Food Premises Guidelines 5.3.1 all stall holders preparing or cooking food must have separate hand washing facilities available.
12. All food must be labelled with a list of the individual ingredients.
13. All food must be wrapped, even if sold individually.
14. Any concerns stall holders have about Market Day can be addressed to the Parents and Friends Committee care of the Roxby Downs Area School.

Our Market Day has become a local icon in Roxby Downs. Please ensure that it is treated with respect. Enjoy our Market Days.

Thankyou for your valued support.

The Parents and Friends Committee & the Market Day Coordinators..