



## Safety Note 68

### Cake sales - Food safety advice

#### Introduction

The University welcomes charity events for good causes. Some of these will involve home baking for cake sales. This Safety Note describes the food safety advice that should be followed by anyone preparing food for one of these events.

#### Responsibilities and event approval

The safety of charity fund raising events on campus are the responsibility of person running the event. Approval for the event must be obtained in accordance with the procedures set out in Safety Code of Practice 33 Event Management. To notify your event and obtain University approval email [event.approval@reading.ac.uk](mailto:event.approval@reading.ac.uk) with an outline of the proposed event.

#### Food safety advice

To ensure that food poisoning is avoided as far as possible, only low risk baked products should be on sale at these events.

#### Personal hygiene and practice

- Always wash hands before preparing food and whilst preparing food as needed e.g. after visiting the toilet, handling raw eggs etc.
- Do not handle food if you or anyone else in your household has been suffering from any gastric upset or heavy cold.
- Make sure that surfaces, bowls, utensils, etc. are clean and disinfected before use.
- Protect the ingredients and the finished cakes from contamination from other foods, particularly foods that could contain nuts (if making things with nuts, it is a good idea to make these last so that other foods are less likely to be contaminated).
- Don't use raw eggs in anything that won't be thoroughly cooked, such as icing or mousse.
- Store cakes in a clean, sealable container, away from raw foods, especially raw meat.

#### Product purchasing

- Buy ingredients from a reputable supplier, preferably just before you need them, and make sure that they are well within their “use by” and “best before” dates.

- Keep it simple – mistakes are more likely when you are trying to do too much. The Women’s Institute (WI) are a good source of information for cake recipes that are simple but delicious - see <http://www.thewi.org.uk>.

### **Food Allergen Labelling**

As a cake baker, you are likely to cook with a number of ingredients that some individuals may be allergic to. Nuts, for example, can induce a dangerous reaction in some allergy sufferers. It is good practice to label the cakes with the name of the person who made them, the date they were made and a list of ingredients. This is particularly important for cakes and other products containing nuts.

Labelling rules ensure that consumers have access to full ingredient information for products, helping them to avoid foods that could prove dangerous to their personal health. These rules for pre-packaged foods highlight fourteen food allergens that, if used as an ingredient, must be clearly indicated on food packaging. The list includes cereals containing gluten, eggs, peanuts, nuts, milk and sesame, all of which are frequently used in cake baking.

These rules do not apply to unpackaged foods but it is important to clearly indicate to customers which of your products contain nuts or other allergens. Signs and labels will help here. It is also recommended that a full list of product ingredients is readily available in order to assist customers with their particular dietary needs.

Foods manufactured in an environment in which nuts could have accidentally entered the production process do not have to be labelled with a 'may contain nuts' message but, if in any doubt, it is advisable.

### **Displaying cakes for sale**

As far as possible cakes must be stored and displayed to avoid contamination. Where cakes are at risk of contamination from the public they should be covered.

Utensils should be used to cut and serve cakes and pastry items to prevent contamination.

Health & Safety Services  
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