

## **THE CATHOLIC PARISH OF SAINT JOHN THE BAPTIST USING THE KITCHEN**

There are 3 sinks in the kitchen for a reason - Hand washing should be done in the small sink towards the rear of the kitchen. Food preparation should be done around the sink on the West wall. All clean up should be done in the area to the right of the entrance to the kitchen.

Dishes and utensils should be cleaned/scraped of all food before entering the dish machine. The dish machine is just a sanitizer, not a dishwasher. If possible, allow items to air dry - towel drying may cross contaminate the clean items.

The refrigerators and freezers are in the rear area. When putting things in the freezer, do not block the screened areas in the top of the box - air must be allowed to circulate.

When you place raw meat in the refrigerator to hold, put it in a heavy plastic bag on a tray or pan, and set it on the bottom rack of the refrigerator. We do not want to contaminate other food with the juice from the meat. You may place trays of prepared meats on other racks within the refrigerator.

Label and date all food placed in the refrigerator or freezer. Anything that is not labeled may be used by other groups or thrown away.

The small coffee maker should be used for making 12 or 24 cups. Tea should be made using the tea maker. To dilute tea, fill a cooler with ice and add hot tea. When making lemonade, use a little hot water to dissolve the powder, then add cool water and ice.

If the trashcans in the kitchen are full, change the bag. Large trash bags can be found in the janitor closet. At the end of the event, trash bags must be removed and placed in the outside dumpster.

When oven-cooking food, cover first with film, then with foil.

Use the convection oven whenever possible. The other ovens do not cook evenly or at the temperature indicated. When using the convection oven, cook at 25 degrees less than recipe indicates and for 25% less time.

When cleaning the kitchen, use bleach water to wash the drain boards, preparation tables and serving carts.

Put everything back where you found it.