



Hosting a Pawsome Afternoon Tea in 2020

This guidance is for sales within a household or 'bubble', or events held outside including garage/garden events, generally with small number of attendees and stalls, for example 1-3 stalls/tables.

The safety of you and your guests is important to us so please ensure adequate measures are in place to reduce the spread of COVID-19. Things to consider:

Planning

Consider the location of your Pawsome Afternoon Tea:

- is a one-way system possible?
- is there enough space for social distancing to be adhered to?
- adhere to government guidelines regarding number of people at social gatherings
- when promoting your event, remind people not to attend if they or any individual in their household have symptoms of COVID-19

Setting up:

- ensure any tables and chairs are located to allow social distancing
- disinfect items and surfaces before/during/after use (ie tables, collection pots etc.) using general household cleaning products, ideally wipes
- provide hand sanitiser for guests to use
- set up markers (could use tape on the floor) at 2m intervals
- create queuing system (if required) at 2m intervals with markers
- display information posters reminding guests of social distancing and hand washing ie not touching items unless intending to purchase
- set up collection pot for cash payments and then quarantine for 72 hours before emptying and suitably sanitising
- avoid giving change
- set up a JustGiving page for hands-free online payments
- social distancing to be adhered to at all times in line with government guidelines
- wash hands/sanitise before and after activity

For the latest government guidelines, [click here](#).

If any local lockdowns or restrictions are in place then your Pawsome Afternoon Tea event must not take place. Please check the government guidance (<https://www.gov.uk/coronavirus>) for any local restrictions before your event, including on the day of the event, as restrictions can be introduced with little or no notice.

Anyone providing food should follow this guidance:

- plan ahead – if you can prepare food in advance and freeze it, this should make things easier later but do ensure it is properly defrosted when you come to use it
- wash your hands regularly with soap and water, using hand sanitiser if hand washing facilities are not available
- always wash fresh fruit and vegetables
- keep raw and ready-to-eat foods apart
- do not use food past its 'use by' date
- keep food out of the fridge for the shortest time possible
- always read any cooking instructions and make sure food is properly cooked before you serve it
- even if people are waiting to eat, don't reduce cooking times
- ensure that food preparation areas are suitably cleaned and sanitised after use and wash any equipment you are using in hot soapy water
- 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 fresh cream in the fridge
- store and transport cakes in a clean, sealable container, away from raw foods
- make sure that cheesecake and any cakes or desserts containing fresh cream are left out of the fridge for the shortest time possible, ideally not longer than four hours
- when handling cakes use tongs or a cake slice instead of hands
- each item/serving should be individually wrapped ie cake boxes, plastic bags etc.
- guests should select item themselves to limit contact with packaging

Allergies and labelling

Make sure you know what the food you're offering contains and make sure visitors tell you if they have any allergies. Common allergens are: gluten, shellfish, eggs, fish, peanuts, milk, nuts, soya, sesame seeds, celery, mustard, lupin, sulphur dioxide and sulphites. Label food that contains any of these items and if anyone has a reaction then call 999 immediately. For more information visit www.food.gov.uk

Food poisoning

Vulnerable persons are those at a higher risk of food poisoning. These are people over 65 years of age, pregnant women, children under five and those with certain long-term medical conditions. Some foods such as raw milk, raw shellfish, soft cheeses, pâté, foods containing raw egg and cooked sliced meats are more likely to cause food poisoning than others.