



If you need help or advice please telephoneduring office hours only 8.30am - 5.00pm Mon-Thurs 8.30am - 4.30pm Fri

Enforcement & Safety Team Inspection Report Form

Council Offices, Shute End Wokingham, Berkshire RG40 1BN

Tel: 0118 974 6000

e-mail: environmental.health@wokingham.gov.uk



WOKINGHAM
BOROUGH COUNCIL

Date:	8/4/25	Time:	9.30am
Name	Spencers Wood Day Nursery		
Address	Basingstoke Road, Spencers Wood		
		Postcode	RG7 1AA
Registered Address (if different)	Grandir UK Support office Toscana House, White TlaA LN, Basingstoke &		
		Postcode	RG21 4AF
Business Type	Nursery	Tel	[REDACTED]
Food Business Operator	The Children Corporation	Visit type	Routine
Specific Legislation	<input checked="" type="checkbox"/> The Food Safety and Hygiene (England) Regs 2013 <input type="checkbox"/> other (Please Specify)		

Summary of Matters Discussed and Documentation Checked

H = Hygiene S = Structure & Cleanliness C = Confidence in Management L = Legal Requirement R = Recommendation

Compliance Date

H/L [REDACTED] (Nursery Chef) was observed touching the bin and then her apron without washing her hands. 8/4/25.
When prompted by EHO to wash her hands, she only rinsed them with cold water, touched the taps with her clean hands, and wiped her hands on her apron. Reprimand.
S/L Cleaning of microwave. 8/4/25.
S/L Cleaning of equipment shelving + equipment stored as 'clean' but noted 'dirty'. 10/4/25.

Food Hygiene Rating	5	4	3	2	1	0	Rating To Follow	Rating not applicable
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Score breakdown	Hygiene - 10	Structure & Cleanliness - 10	Confidence in Management - 10
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<input checked="" type="checkbox"/> NFA	<input type="checkbox"/> Leaflets/Advice	Immediate display of rating Yes / No	Next Visit within Routine
<input checked="" type="checkbox"/> Follow up Action	<input type="checkbox"/> Follow-up Letter		

Officers Name (print)	[REDACTED]	Person Seen (print)	[REDACTED]
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Designation	SEPO	Position	Nursery Manager
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Signature	[REDACTED]	Signature	[REDACTED]
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If you do not agree with the above report and cannot resolve the matter with the case officer, please contact the Commercial Team Manager at the address above.

This report only covers the areas inspected at the time of the inspection. It does not indicate full compliance with any provision of the relevant legislation or any regulations thereunder. This is not a formal notice requiring works to be carried out.



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S/L Dishwasher cleaning external areas 10/4/25

C/L Due diligence checks: 10/4/25

W/C 10/3/25 - Fridge missed temperatures from Tues-Friday, Freezer missed temperatures from Tues-Friday, W/C 3/3/25 fridge temp missed Friday, Freezer temp missed Friday. Retaining required.

C/L When I requested the due diligence checks I observed the Nursery Manager signing the checks during the visit and upon review it became evident that the document had been falsified. Checks for W/C 17/03/25 & 3/03/25 were

Food Hygiene Rating	5	4	3	2	1	0	Rating To Follow	Rating not applicable
Score breakdown	Hygiene - 10		Structure & Cleanliness - 10		Confidence in Management - 10			
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<input checked="" type="checkbox"/> Follow up Action	<input type="checkbox"/> Follow-up Letter							
Officers Name (print)	[Redacted]		Person Seen (print)		[Redacted]			
Designation	SEPO		Position		Nursery Manager			
Signature	[Redacted]		Signature		[Redacted]			

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InspReport 05/2024

signed as completed on 17/03/25 & 3/03/25 instead of the end of the respective weeks.
C/L Your FSMS needs to be reviewed by [Redacted] (Manager) 15/5/25.



WOKINGHAM
BOROUGH COUNCIL

COMMERCIAL PREMISES FULL FOOD HYGIENE INSPECTION RECORD

Civica ref... 077RSEBASI/1
Business name and address... Spencers Wood Day Nursery, Basingstoke Road,
Spencers Wood, RG21 1AA
Head office address... Grandir UK support office Tuscany House, White Hart Ln,
Basingstoke, RG21 4AF
Tel no... [REDACTED]
E-mail... [REDACTED]
Inspecting officer... [REDACTED] Date visited... 8/04/25 Time... 9:30AM

BUSINESS DETAILS

The Children Corporation
Food business operator... Kiddi Cani Manager... Nursery Manager
Person Seen... [REDACTED] Position...
No of food handlers... 2 No of employees... 18
No of meals per day/week... 70x4 Opening Hours... 7:30-6 (Mon-Fri)
Vulnerable group (how many)... 4 Below 4 years (110)
Water supply: Mains water ☒ Private water supply ☐ If private, when was it last tested?
Primary Authority...

INSPECTION SUMMARY

Areas inspected... Kitchen
Business changes since last inspection... NO

MOBILE PREMISES

Mobile premises Y ☐ N ☒

Vehicle registration...

Registered address...

NATURE OF FOOD OPERATIONS

Catering	<input type="checkbox"/>	Bed & breakfast/Hotel	<input type="checkbox"/>	High risk retail	<input checked="" type="checkbox"/>
Wrapping & Packaging	<input type="checkbox"/>	Outside catering	<input type="checkbox"/>	Low risk retail	<input checked="" type="checkbox"/>
Distance Selling	<input type="checkbox"/>	Function catering	<input type="checkbox"/>	Imported Food	<input type="checkbox"/>
Delivered meals service	<input type="checkbox"/>	Takeaway	<input type="checkbox"/>	Market Stall	<input type="checkbox"/>

Are foods prepared at the premises and sold to other businesses? Y ☐ N ☒

Are PoAO supplied to other premises? Y ☐ N ☒

Is approval required by EC Reg no 853/2004? Y ☐ N ☒

Are the premises used for catering by other persons/bodies? Y ☐ N ☒

SUMMARY OF COOKING / PREPARATION METHODS

Traditional/full preparation	<input checked="" type="checkbox"/> Cooking from chilled	<input type="checkbox"/> Reheating	<input type="checkbox"/>
No open food handled	<input type="checkbox"/> Cooking from frozen	<input type="checkbox"/> Hot holding	<input type="checkbox"/>
Food prepared in advance	<input type="checkbox"/> Cook/chill (batch)	<input type="checkbox"/> Vacuum packing	<input type="checkbox"/>
Foods cooked in advance	<input type="checkbox"/> Cook/freeze (batch)	<input type="checkbox"/> Sous vide	<input type="checkbox"/>

MAIN SUPPLIER DETAILS

TYPES OF FOOD SUPPLIED

~~Asda~~ / Asda only from now on - all products

FOOD SAFETY MANAGEMENT SYSTEM BASED ON HACCP PRINCIPLES

(e-coli / acrylamide / allergens)

Grandir UK.
Nursery Manager checks were observed being done during visit without manager actually checking.

ALLERGEN CONTROLS

(signage / matrix / distance selling)

Allergen checks / Allergen matrix / Red allergy / Allergen meals prep before everyone else.

RECORDS AVAILABLE

Fridge/freezer temperatures	<input checked="" type="checkbox"/> Cleaning schedules	<input checked="" type="checkbox"/> Delivery checks	<input checked="" type="checkbox"/>
Cooking Temperatures	<input checked="" type="checkbox"/> Staff Training	<input checked="" type="checkbox"/> Supplier list	<input type="checkbox"/>
Holding Temperatures	<input type="checkbox"/> Pest control	<input type="checkbox"/> Calibration records	<input checked="" type="checkbox"/>

PURCHASE / DELIVERY / COLLECTION (visual checks / temp monitoring / traceability)

Mon & Wed delivery.

AMBIENT STORAGE (stock rotation / labelling / pest proof)

CHILLED / FROZEN STORAGE (shelf life / temp control / covered & date labelled)

PERSONAL HYGIENE (adequate HW facilities / suitable clothing / D&V policy)

Hand washing practices [redacted] Nursery Chef
touched nose bin without performing hand washing.
Poor hand washing - using cold water, touching taps

PREPARATION (separation of raw & RTE / food washing / defrosting)

COOKING / REHEATING (burgers / visual checks / temp monitoring)

cleaning probe wipes +
75°C probe calibration - 2 weeks.

COOLING (visual checks / temp monitoring / designated cooling area)

NO.

COLD / HOT HOLDING / AMBIENT DISPLAY (time / temp monitoring / food covered & rotated)

NO

TRANSPORTATION (location / delivery time / transit containers)

To servery rooms only.

VACUUM PACKING / SOUS VIDE (separate equipment / cleaning / training / time & temp combinations)

NO.

CLEANING (BS EN sanitiser / cloths / two stage cleaning)

- DIO - NO label - 30 seconds.

STRUCTURE (condition / cleanliness / lighting / ventilation)

- clean microwave.
- shelving - equipment stored as clean but 'dirty'.

EQUIPMENT (condition / cleanliness / probe & wipes)

- Dishwasher cleaning external

WASTE (contract / animal by-products / waste oil)

Grunden.

PEST CONTROL (contractor / screens / fly catcher)

In-house check.

8/Jul/24

HEALTH & SAFETY CERTIFICATES / RECORDS

Gas certificate - installation	<input type="checkbox"/>	Fire alarm weekly test	<input type="checkbox"/>	Fire Extinguishers - annual service	<input type="checkbox"/>
Gas certificate - appliances	<input type="checkbox"/>	Fire alarm - service	<input type="checkbox"/>	Fire suppression - service	<input type="checkbox"/>
Electrical certificate	<input type="checkbox"/>	Emergency lighting - monthly test	<input type="checkbox"/>	Extract duct cleaning	<input type="checkbox"/>
Lift / hoist insurance inspections	<input type="checkbox"/>	Emergency lighting - annual service	<input type="checkbox"/>	Baby chair checks (monthly)	<input type="checkbox"/>
Pressure vessels (coffee machines)	<input type="checkbox"/>	Practice Fire Drill (6 monthly)	<input type="checkbox"/>	Ladder checks (monthly)	<input type="checkbox"/>

HEALTH & SAFETY DOCUMENTS

Health & Safety Policy	<input type="checkbox"/>	Fire Risk Assessment	<input type="checkbox"/>	First Aid training	<input type="checkbox"/>
Task Risk Assessments	<input type="checkbox"/>	H&S Law Poster	<input type="checkbox"/>	Fire Marshal & training	<input type="checkbox"/>
Manual Handling Risk Assessments	<input type="checkbox"/>	COSHH Risk Assessments	<input type="checkbox"/>	PAT testing 3/09/23	<input type="checkbox"/>
PPE Risk assessment	<input type="checkbox"/>	Accident Records	<input type="checkbox"/>	Other.....	<input type="checkbox"/>

SINGLE USE PLASTIC

Polystyrene cups / trays / containers ☐ Plastic cutlery ☐ Plastic bowls / plates / trays ☐ Plastic straws ☐

ADDITIONAL NOTES

W/C 10/3/25 Fridge missed temp (Tues - Fri)
Freezer missed temp (Tues - Fri)
manager signed it during visit - did not notice the above.

W/C 3/3/25 Fridge missed Friday.
Freezer missed Friday
Manager signed during visit.

W/C 17/3/25 - Manager signed during visit put date
17/3/25 which is when week commenced & falsified
document.

+ same for 31/3/25.

FSMS needs to be renewed by new manager

INSPECTION RISK SCORING

HYGIENE INSPECTIONS SCORE											Score	FLARE
Method of Handling	A	5	B	10	C	30	D	40			30	C
Method of Processing	A	0	B	20							0	A
Consumers at Risk	A	0	B	5	C	10	D	15			5	B
Food Hygiene & Safety	A	0	B	5	C	10	D	15	E	20	10	C
Structure	A	0	B	5	C	10	D	15	E	20	10	C
Confidence in Management	A	0	B	5	C	10	D	20	E	30	10	C
Significance of Risk	A	0	B	20							0	A
Vulnerable Groups	A	0	B	22							22	B