FoodSafety GURU

Christmas & Winter Food Safety Checklist

12 practical checks before the festive rush

A 10-minute check that could save a lot of hassle later. Festive menus, extra stock, seasonal staff and busier services can all create new food safety risks. Use this checklist before your Christmas menu launches - and repeat it during your busiest weeks.

Festive menu & team checks

Complete before launch, then review if recipes, suppliers or staffing change.

	Item	Yes	No	Comments
1	Have you updated the allergen information for all festive dishes? *Including sauces, gravies, garnishes, desserts, drinks and seasonal specials?*	☐	☐	
2	Have you checked supplier specifications and allergen information for any new or substituted ingredients?	☐	☐	
3	Have you briefed all kitchen and FoH staff on festive menu changes, allergen procedures and where to find the latest information?	☐	☐	
4	Have you trained all seasonal and temporary staff on food safety, allergen procedures and your site's HACCP requirements before their first shift?	☐	☐	
5	Have you checked and updated all festive takeaway and PPDS food labels, where required, to ensure ingredients and allergens are correctly displayed?	☐	☐	
6	Have you checked that all food safety records are up to date, including daily checks, staff training, supplier information and corrective actions?	☐	☐	

Completed by	
Date	

Busy-kitchen controls

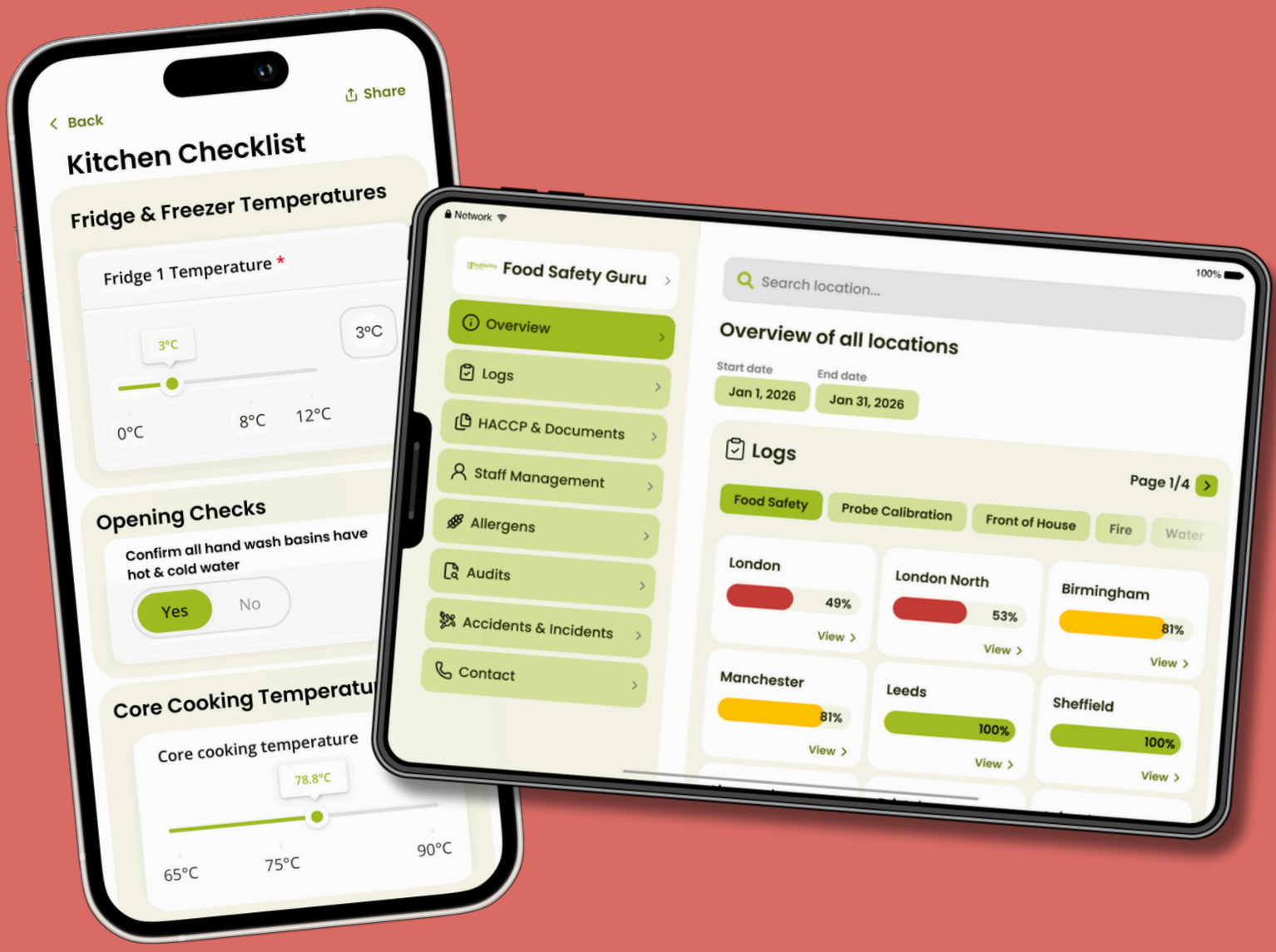
Practical checks for extra stock, batch cooking, buffets and higher service volumes.

	Item	Yes	No	Comments
1	Have you checked there is enough fridge and freezer capacity for extra stock while maintaining safe storage temperatures?	☐	☐	
2	Have you checked that all prepared and opened food is correctly date-labelled, and that festive stock is being rotated properly?	☐	☐	
3	Have you put procedures in place to safely cool larger batches of food, in line with your site's HACCP requirements?	☐	☐	
4	Have you checked that hot-held food is maintained at 63°C or above during buffets and busy service?	☐	☐	
5	Have you increased cleaning, waste management and pest prevention checks to cope with the busier festive period?	☐	☐	
6	Have you checked that key kitchen equipment is working correctly, temperature probes are calibrated and staff know what to do if equipment fails?	☐	☐	

Completed by	
Date	

Make checks easier with Food Safety Guru

Automate your allergen checks so you're always ready no matter the season.

- ✅ No more paper forms or missing records
- ✅ Simple task lists your staff can follow
- ✅ HACCP written for you and Primary Authority-assured
- ✅ Expert advice, complaint handling & audits
- ✅ Real-time alerts and analytics for visibility across all your sites

See how it works