

Promoting Health and Hygiene

Nappy changing

POLICY STATEMENT

No child is excluded from participating in our school who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time.

We make necessary adjustments to our bathroom provision and hygiene practice in order to accommodate children who are not yet toilet trained.

We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults.

EYFS key themes and commitments

| A Unique Child | Positive Relationships | Enabling Environments | Learning and Development |
|----------------------------|----------------------------|-----------------------------|--------------------------|
| 1.2. Inclusive practice | 2.1. Respecting each other | 3.2. Supporting every child | |
| 1.4. Health and well-being | 2.4. Keyperson | | |

PROCEDURES

Changing areas are warm and there are safe areas to lay young children if they need to have their bottoms cleaned.

Each young child has their own storage place to hand near the nappy changing table with their nappies or 'pull ups' and wipes.

Gloves and aprons are put on before changing starts and the areas are prepared. Paper towel is put down on the changing mat freshly for each child.

All staff are familiar with the hygiene procedures and carry these out when changing nappies.

In addition, key persons ensure that nappy changing is relaxed and a time to promote

Nov. 1 Independence in young children.

They should be encouraged to wash their hands and have soap and towels to hand. They should be allowed time for some play as they explore the water and the soap. Anti-bacterial hand wash liquid or soap should be used ONLY when children or adults have no access to soap and water.

Key persons are gentle when changing; they avoid pulling faces and making negative comment about 'nappy contents'.

Key persons do not make inappropriate comments about young children's genitals when changing their nappies.

Older children access the toilet when they have the need to and are encouraged to be independent.

Nappies and 'pull ups' are disposed of hygienically. Any soiled nappies or pull ups are bagged and put in the designated bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are bagged for the parent to take home.

N.B.: If young children are left in wet or soiled nappies/'pull ups' in the setting this may constitute neglect and will be a disciplinary matter. Settings have a 'duty of care' towards children's personal needs.

N.C

Animals in the setting

POLICY STATEMENT

Children learn about the natural world, its animals and other living creatures, as part of the Early Years Foundation Stage curriculum. This may include contact with animals, or other living creatures, either in the setting or in visits. We aim to ensure that this is in accordance with sensible hygiene and safety controls.

EYFS key themes and commitments

| A Unique Child | Positive Relationships | Enabling Environments | Learning and Development |
|----------------------------|--------------------------|-------------------------------|--|
| 1.4. Health and well-being | 2.3. Supporting learning | 3.3. The learning environment | 4.1. Play and exploration 4.4. Knowledge and understanding of the world |

PROCEDURES

1. Animals in the setting as pets

In line with the guidance from the RSPCA we do not believe that keeping pets in the Nursery is beneficial for the animal's care, nor is necessary for children's learning and development which can be better met by visits.

2. Visits to farms

Before a visit to a farm a risk assessment is carried out - this may take account of safety factors listed in the farm's own risk assessment which should be reviewed. The outings procedure is followed.

Children wash their hands after contact with animals.

Outdoor footwear worn to visit farms are cleaned of mud and debris and should not be worn indoors.

Legal framework

The Management of Health and Safety at Work Regulations 1999

www.opsi.gov.uk/SI/si1999/19993242.htm

Further guidance

Health and Safety Regulation...a short guide (HSE 2003)

www.hse.gov.uk/pubns/hsc13.pdf

No-smoking

POLICY STATEMENT

We comply with statutory legislation, health and safety regulations and the Welfare Requirements of the EYFS in making our setting a no-smoking environment - both indoor and outdoor.

The school is aware of its responsibilities towards the health, safety and welfare of children, parents and employees whilst on the premises and has therefore adopted a non-smoking policy within its buildings and grounds.

No Smoking signs are displayed on the premises.

The staff members are vigilant to ensure no visitors or members of staff disregard the rule.

The staff members accompanying children outside the nursery are not permitted to smoke.

Staff members who smoke are requested not to smoke in front of the school building.

EYFS key themes and commitments

| | | | |
|----------------|------------------------|-----------------------|--------------------------|
| A Unique Child | Positive Relationships | Enabling Environments | Learning and Development |
|----------------|------------------------|-----------------------|--------------------------|

| | | | |
|----------------------------|----------------------------|-----------------------------|--|
| 1.4. Health and well-being | 2.1. Respecting each other | 3.2. Supporting every child | |
|----------------------------|----------------------------|-----------------------------|--|

Food and drink

POLICY STATEMENT

This setting regards snack and meal times as an important part of the school's day. Eating represents a social time for children and adults and helps children to learn about healthy eating. Meal times also offer opportunities for language development and for social development. At snack and meal times, we aim to provide nutritious food, which meets the children's individual dietary needs.

EYFS key themes and commitments

| A Unique Child | Positive Relationships | Enabling Environments | Learning and Development |
|----------------------------|---|---|---|
| 1.4. Health and well-being | 2.1. Respecting each other 2.2. Parents as partners 2.4. Key person | 3.2. Supporting every child 3.4. The wider context | 4.4. Personal, social and emotional development |

PROCEDURES

We follow these procedures to promote healthy eating in our setting.

- Before a child starts to attend the school, we find out from parents their children's dietary needs and preferences, including any allergies.
- We record information about each child's dietary needs in her/his registration record.
- We regularly consult with parents to ensure that our records of their children's dietary needs - including any allergies - are up-to-date.
- We display current information about individual children's dietary needs so that all staff and volunteers are fully informed about them.
- We implement systems to ensure that children receive only food and drink that is consistent with their dietary needs and preferences as well as their parents' wishes.
- We plan menus in advance.
- We display the menus of meals/snacks for the information of parents.
- We provide nutritious food for all meals and snacks, avoiding large quantities of saturated fat, sugar and salt and artificial additives, preservatives and colourings.

Nov. 19

- We include a variety of foods from the four main food groups:
- Meat, fish and protein alternatives;
 - Dairy foods;
 - Grains, cereals and starch vegetables; and
 - Fruit and vegetables.

We take care not to provide food containing nuts or nut products and are especially vigilant where we have a child who has a known allergy to nuts. Parents are informed that we have a nut free policy in school.

Through discussion with parents and research reading by staff, we obtain information about the dietary rules of the religious groups to which children and their parents belong, and of vegetarians and vegans, and about food allergies. We take into account this information in the provision of food and drinks.

We provide a vegetarian alternative on days when Halal or Kosher meat is unavailable.

We require staff to show sensitivity in providing for children's diets and allergies. Staff never use a child's diet or allergy as a label for the child or make a child feel singled out because of her/his diet or allergy.

We organise meal and snack times so that they are social occasions in which children and staff participate.

We use meal and snack times to help children to develop independence through making choices, serving food and drink and feeding themselves.

We provide children with utensils that are appropriate for their ages and stages of development and that take into account the eating practices in their cultures.

We have fresh drinking water constantly available for the children. We inform the children about how to obtain the water and that they can ask for water at any time during the day.

In accordance with parents' wishes, we offer children arriving early in the morning - and/or staying late - an appropriate meal or snack.

We inform parents who provide food for their children about the storage facilities available in the setting.

We give parents who provide food for their children information about suitable containers for food.

In order to protect children with food allergies, we discourage children from sharing and swapping their food with one another.

For children who drink milk, we provide whole pasteurised milk. We inform parents if their child has not eaten well each day.

Legal Framework

Regulation (EC) 852/2004 of the European Parliament and of the Council on the hygiene of foodstuffs

Further guidance

Safer Food, BetterBusiness

www.food.gov.uk/foodindustry/regulation/hygleg/hyglegresources/sfbb/

Food hygiene

(Including procedure for reporting food poisoning)

POLICY STATEMENT

In our setting we provide and/or serve food for children on the following basis:

- Snacks
- Lunch
- Packed Lunches (Wednesday)

We maintain the highest possible food hygiene standards with regard to the purchase, storage, preparation and serving of food.

A catering company provides lunch which is brought into school. The catering company is registered with the Local Authority and has policies and procedures in place for the preparation, cooking and delivery of food to the school.

EYFS key themes and commitments

| A Unique Child | Positive Relationships | Enabling Environments | Learning and Development |
|-------------------|------------------------|---|--------------------------|
| 1.3. Keeping safe | | 3.3. The learning environment 3.4. The wider context | |

PROCEDURES

The Head Teacher and the person responsible for food preparation have Food Hygiene Certificates.

Systems are in place to monitor the temperature of the food on arrival at school and before serving to ensure safe temperatures are maintained. This is set out by the Food Standards Agency.

The basis for risk assessment applies to the purchase, storage, preparation and serving of food to prevent growth of bacteria and food contamination.

All staff follow the guidelines of the Food Standards Agency. At least one person has an in-date Food Hygiene Certificate.

The person responsible for food preparation and serving carries out daily opening and closing checks on the kitchen to ensure standards are met consistently.

[\(See Food Standards Agency guidelines\)](#)

We use reliable suppliers for the food we purchase.

Food is stored at correct temperatures and is checked to ensure it is in-date and not subject to contamination by pests, rodents or mould.

Packed lunches are stored in a cool place; un-refrigerated food is served to children within 4 hours of preparation at home.

Food preparation areas are cleaned before use as well as after use.

There are separate facilities for hand-washing and for washing up in the kitchen. All surfaces are clean and non-porous.

All utensils, crockery etc. are clean and stored appropriately. Waste food is disposed of daily.

Cleaning materials and other dangerous materials are stored out of children's reach. Children do not have unsupervised access to the kitchen.

When children take part in cooking activities, they:

- Are supervised at all times;
- Understand the importance of hand washing and simple hygiene rules
- Are kept away from hot surfaces and hot water; and
- Do not have unsupervised access to electrical equipment such as blenders etc.

Moreover, activities are risk assessed and adults include a member of staff with an in- date Food Hygiene Certificate.

Reporting of food poisoning

Food poisoning can occur for a number of reasons; not all cases of sickness or diarrhoea are as a result of food poisoning and not all cases of sickness or diarrhoea are reportable.

Where children and/or adults have been diagnosed by a GP or hospital doctor to be suffering from food poisoning and where it seems possible that the source of the outbreak is within the school, the Head Teacher will contact the Environmental Health Department and the Health Protection Agency, to report the outbreak and will comply with any investigation.

If the food poisoning is identified as a notifiable disease under the Public Health (Infectious Diseases) Regulations 1988 the setting will report the matter to the LA and to Ofsted.

Legal Framework

Regulation (EC) 852/2004 of the European Parliament and of the Council on the hygiene of foodstuffs

Further guidance

Safer Food Better Business (Food Standards Agency)

www.food.gov.uk/foodindustry/regulation/hygleg/hyglegresources/sfbb/sfbbcatere rs

FOOD, HYGIENE AND SAFETY PROTOCOL FOR IN-HOUSE COOKING

Requirements

1. School will be inspected and approved to ensure designated cooking area meets Food Business Hygiene standards and safety criteria.

2. Staff has a Class B fire extinguisher and first aid kit at all times. Staff is trained to use both.

3. No open flames will be used.

4. The heat source for cooking will be magnetic induction burners.

Electrical appliances shall be approved by inspection agency and used in accordance with manufacturer's instructions and conditions.

5. All cords and wires will be contained within a cable guard drop over, in order to avoid tripping or upsetting electrical appliances.

6. Only one appliance will be plugged into an extension cord at a time.

7. Paper, cloth, plastic and other flammable materials shall be kept away from cooking equipment and vessel.

8. There will be no deep frying.

9. Premises will be subject to regular pest control.

Safe methods applied

A- Measure to prevent cross-contamination

1. Personal hygiene

i. Staff will wash their hands before preparing food.

ii. Staff will wear clean cloths when working with food, wear work long

- iii. sleeves light colour cloths with no external pockets.
 - iii. Staff will keep hair tied back and wear a hat or a net when preparing food.
 - iv. Staff should not wear jewellery when preparing food (except wedding bands)
 - v. Staff should not smoke, drink, eat or chew gum while handling food.
 - vi. Staff should avoid touching their face or nose, coughing or sneezing while preparing food.
 - vii. Staff should be 'fit for work' at all time and inform management if suffering from or carrying any disease or illness that would cause problem with food safety.
 - viii. Any unwrapped food handled by a member of staff 'not fit for work' should be thrown away and member of staff sent home.
 - ix. Any member of staff with diarrhoea and/or vomiting should be sent away from kitchen and nor return to work until no symptom shown for 48 hours.
 - x. Staff should inform management if they have a cut or sore; these should be covered with a brightly coloured waterproof dressing.
2. Cloths
 - i. Always use new or freshly cleaned cloth to wipe work surfaces, equipment and utensils. Disposable cloths will be used when possible.
 - ii. Re-usable cloths will be thoroughly washed, disinfected and dried between tasks, in a washing machine on hot cycle.
 3. Separating food
 - i. Delivery
 4. Delivery will be planned ahead of time and raw meats/poultry if possible arrive at a different time then other foods.
 5. ii. Unload deliveries in a clean, separate area.
 6. iii. Check all packaging instructions, ingredients as well preparation and/or best before dates.
 7. iv. Remove outer packaging an throw it away.
 - i. Defrosting
 - ii. Keep foods that are defrosting in a fridge in a covered container, below ready-t-teat foods or in a separate area.
 - iii. Storage
 8. Store raw and ready-to-eat foods separately.
 - i. Store meat/poultry below ready-to-eat food if in the same area.
 - ii. Cover cooked foods and other ready-to eat foods.
 - iii. Preparation
 9. Prepare raw meat and poultry in different areas. If not possible, separate by preparing them at different times and clean thoroughly between tasks.
 - i. Cooking
 10. When you add raw meats products, make sure they do not touch or drip onto the food already cooking.
 11. Pest control
 - i. Check premises regularly
 12. If you suspect a pest inform management immediately, who will all pest control contractor
 13. If you think equipment, surfaces or utensils has been touched by pests, these

- should be washed, disinfected and dried
14. If you think food has been touched by pest, throw it away immediately
 - i. Check deliveries for signs of pests
 - ii. Keep external areas tidy and free from weeds
 - iii. Make sure bins have close-fitting lids and are easy to clean
 15. Maintenance
 - i. Repair any structural damage soon
 - ii. Check ventilation, extractor fans and filters to make sure they work properly and are free from grease and dirt
 - iii. Replace any chopping boards that are scratched, pitted or scored
 - iv. Repair any equipment that is damaged or has loose parts
 - v. Throw away any cracked or chipped dishes or tableware
 - vi. Make sure cooking, hold holding and chilling equipments work properly
 - vii. Temperature probes are accurate and checked monthly to make sure their reading is accurate
 - viii. Write any record of problems
 16. Food allergies
 - i. Keep a record of any children or member of staff with allergies and display clearly the names and photographs of children with allergies
 - ii. Prohibit nuts to ensure a nut free zone
 - iii. Check all ingredient from packaging
 - iv. Keep a record of any ready-made food used
 - v. Make sure to separate foods while preparing it to avoid contact between foods containing certain ingredients
 - vi. Provide detailed information about menu, ingredients and allergens to parents
 - vii. Remember to update menu when any recipe has changed
 17. Physical and chemical contamination
 - i. Follow manufacturer's instructions on how to use and store cleaning chemicals
 - ii. Keep food covered
 - iii. Make sure any chemical used for pest control is stored in the correct way and clearly labelled
 - iv. Clear and clean as you go
 - v. Repair and replace any damaged equipment as soon as possible
 - vi. Avoid glass in the kitchen
 - vii. Throw away any food you suspect has been in contact with a chemical
 - viii. Check delivery for any objects in food and reject the delivery
 - ix. Make sure any chemical you use for cleaning is suitable for surfaces touched by food
 18. Cleaning effectively
 - i. Clear and clean as you go
 - ii. Cleaning schedule
 19. Chilling
 - i. Chilling at delivery
 - ii. Chilling down hot food
 - iii. Defrosting
 - iv. Freezing

20. Cooking

- i. Cooking safety
- ii. Hot holding
- iii. Reheating

Policies

In our setting we provide and/or serve food for children on the following basis: Snacks, Lunch, and Packed Lunches occasionally.

We maintain the highest possible food hygiene standards with regard to the purchase, storage, preparation and serving of food.

The Head Teacher and the person responsible for food preparation have level 2 Food Hygiene Certificates.

Systems are in place to monitor the temperature of the food on arrival at school and before serving to ensure safe temperatures are maintained. This is set out by the Food Standards Agency.

The basis for risk assessment applies to the purchase, storage, preparation and serving of food to prevent growth of bacteria and food contamination.

All staff follows the guidelines of the Food Standards Agency and has Food Hygiene Certificate.

The person responsible for food preparation and serving carries out daily opening and closing checks on the kitchen to ensure standards are met consistently. (See: Food Standards Agency guidelines)

We use reliable suppliers for the food we purchase.

Food is stored at correct temperatures and is checked to ensure it is in-date and not subject to contamination by pests, rodents or mould.

Packed lunches are stored in a cool place; un-refrigerated food is served to children within 4 hours of preparation at home.

Food preparation areas are cleaned before use as well as after use.

There are separate facilities for hand-washing and for washing up in the kitchen.

All surfaces are clean and non-porous.

All utensils, crockery etc. are clean and stored appropriately.

Waste food is disposed of daily.

Cleaning materials and other dangerous materials are stored out of children's reach.

Children do not have unsupervised access to the kitchen.

When children take part in cooking activities, they:

- Are supervised at all times;
- Understand the importance of hand washing and simple hygiene rules
- Are kept away from hot surfaces and hot water; and
- Do not have unsupervised access to electrical equipment such as blenders etc.

Moreover, activities are risk assessed and adults include a member of staff with an in-date Food Hygiene Certificate.

Requirements

1. School will be inspected and approved to ensure designated cooking area meets Food Business Hygiene standards and safety criteria.
2. Staff has a Class B fire extinguisher and first aid kit at all times. Staff is trained to use both.
3. No open flames will be used.
4. The heat source for cooking will be magnetic induction burners. Electrical appliances shall be approved by inspection agency and used in

- accordance with manufacturer's instructions and conditions.
5. All cords and wires will be contained within a cable guard drop over, in order to avoid tripping or upsetting electrical appliances.
 6. Only one appliance will be plugged into an extension cord at a time.
 7. Paper, cloth, plastic and other flammable materials shall be kept away from cooking equipment and vessel.
 8. There will be no deep frying.
 9. Premises will be subject to regular pest control.

Safe methods applied

A- Measure to prevent cross-contamination

1- Personal hygiene

- a. Staff will wash their hands before preparing food.
- b. Staff will wear clean cloths when working with food, wear work long sleeves light colour cloths with no external pockets.
- c. Staff will keep hair tied back and wear a hat or a net when preparing food.
- d. Staff should not wear jewellery when preparing food (except wedding bands)
- e. Staff should not smoke, drink, eat or chew gum while handling food.
- f. Staff should avoid touching their face or nose, coughing or sneezing while preparing food.
- g. Staff should be 'fit for work' at all time and inform management if suffering from or carrying any disease or illness that would cause problem with food safety.
 - i. Any unwrapped food handled by a member of staff 'not fit for work' should be thrown away and member of staff sent home.
- h. Any member of staff with diarrhoea and/or vomiting should be sent away from kitchen and nor return to work until no symptom shown for 48 hours.
- i. Staff should inform management if they have a cut or sore; these should be covered with a brightly coloured waterproof dressing.

2- Cloths

- a. Always use new or freshly cleaned cloth to wipe work surfaces, equipment and utensils. Disposable cloths will be used when possible.
- b. Re-usable cloths will be thoroughly washed, disinfected and dried between tasks, in a washing machine on hot cycle.

3- Separating food

a. Delivery

- i. Delivery will be planned ahead of time and raw meats/poultry if possible arrive at a different time then other foods.
- ii. Unload deliveries in a clean, separate area.
- iii. Check all packaging instructions, ingredients as well preparation and/or best before dates.
- iv. Remove outer packaging and throw it away.

b. Defrosting

- i. Keep foods that are defrosting in a fridge in a covered container, below ready-to-eat foods or in a separate area.

c. Storage

- i. Store raw and ready-to-eat foods separately.
- ii. Store meat/poultry below ready-to-eat food if in the same area.
- iii. Cover cooked foods and other ready-to-eat foods.

d. Preparation

- i. Prepare raw meat and poultry in different areas. If not possible, separate by preparing them at different times and clean thoroughly between tasks.

e. Cooking

- i. When you add raw meats products, make sure they do not touch or drip onto the food already cooking.

4- Pest control

- a. Check premises regularly
 - i. If you suspect a pest inform management immediately, who will call pest control contractor
 - ii. If you think equipment, surfaces or utensils has been touched by pests, these should be washed, disinfected and dried
 - iii. If you think food has been touched by pest, throw it away immediately
- b. Check deliveries for signs of pests
- c. Keep external areas tidy and free from weeds
- d. Make sure bins have close-fitting lids and are easy to clean

5- Maintenance

- a. Repair any structural damage soon
- b. Check ventilation, extractor fans and filters to make sure they work properly and are free from grease and dirt
- c. Replace any chopping boards that are scratched, pitted or scored
- d. Repair any equipment that is damaged or has loose parts
- e. Throw away any cracked or chipped dishes or tableware
- f. Make sure cooking, hold holding and chilling equipments work properly
- g. Temperature probes are accurate and checked monthly to make sure their reading is accurate
- h. Write any record of problems

6- Food allergies

- a. Keep a record of any children or member of staff with allergies and display clearly the names and photographs of children with allergies
- b. Prohibit nuts to ensure a nut free zone
- c. Check all ingredient from packaging
- d. Keep a record of any ready-made food used
- e. Make sure to separate foods while preparing it to avoid contact between foods containing certain ingredients
- f. Provide detailed information about menu, ingredients and allergens to parents
- g. Remember to update menu when any recipe has changed

7- Physical and chemical contamination

- a. Follow manufacturer's instructions on how to use and store cleaning

- chemicals
- b. Keep food covered
- c. Make sure any chemical used for pest control is stored in the correct way and clearly labelled
- d. Clear and clean as you go
- e. Repair and replace any damaged equipment as soon as possible
- f. Avoid glass in the kitchen
- g. Throw away any food you suspect has been in contact with a chemical
- h. Check delivery for any objects in food and reject the delivery
- i. Make sure any chemical you use for cleaning is suitable for surfaces touched by food

8- Cleaning effectively

a. High priority cleaning

- Regularly wash, wipe and disinfect all items people touch frequently, such as work surfaces, sink, taps, door handles, switches and can openers. When possible let to dry naturally.
- Wash and disinfect fridges regularly.
- Clean pieces of equipment that have moving parts.
- Wash plates, dishwasher-proof utensils and removable parts in dishwasher.

b. Clear and clean as you go

- Take off outer packaging and throw it away before you bring food into kitchen or storeroom
- Put away small kitchen equipment ASAP
- Wash work surfaces thoroughly between tasks
- Use clean cloth to clean work surfaces before preparing ready-to-eat food

c. Hand washing

- When entering the kitchen
- Before touching ready-to-eat foods
- After touching eggs, raw meats and poultry
- After emptying bins
- After cleaning
- After touching a cut or changing dressing

d. Cleaning schedule

- Review your schedule regularly and check that all cleaning is being done properly
- Cleaning needs to be carried out in two stages: 1) Clean 2) Disinfect

9- Chilling

a. Chilling at delivery

- Food with 'use by' date
- Food that says 'keep refrigerated' on the label
- Food you have cooked and will not serve immediately
- Ready-to-eat food such as salads and desserts
- Fridge must be at **5°C**

b. Chilling down hot food

- Divide food into smaller portions
- Cover pans of hot food and stand them in cold water
- Stir food regularly while it is chilling down

- o Chilled foods must be kept at **8°C or below**

c. Defrosting

- o Defrost food thoroughly before cooking (unless manufacturer's instructions require a different method)
- o Plan ahead to leave enough time and space to defrost small amounts of food in fridge
- o If no space in fridge, put in a container with lid and place under cold running water
- o Or use microwave 'defrost' setting
- o You can defrost at room temperature 'ready-to-use' foods (that will not be cooked or reheated after defrosting, e.g. cheesecake...) Follow manufacturer's instructions. Leave at room temperature for the shortest time as possible.

d. Freezing

- o Put frozen food as well as fresh foods in freezer as soon as delivered
- o Freeze hot food as soon as it has been chilled down and after dividing in small portions and put in containers

b. Cooking

1. Cooking safety

- a. Follow manufacturer's cooking instructions
- b. Preheat equipment such as ovens and grills before cooking
- c. Do not let raw food touch or drip onto cooked food
- d. Turn meat and poultry during cooking
- e. Make sure liquid dishes (e.g. soups) are simmering and stir frequently
- f. Cook eggs and foods containing eggs thoroughly until they are piping hot, use pasteurized eggs in any food that will not be cooked (mayonnaise, mousse...), do not use eggs after the 'best before' date

2. Reheating

- a. Preheat equipment before reheating
- b. Serve reheated food immediately unless it is going to hot holding

3. Hot holding

- a. Use suitable equipment
- b. Preheat hot holding equipment before you put any food in it – **Hot food must be kept above 63°C**
- c. Food must be cooked thoroughly or piping hot before hot holding begins

Management

1. Keep track and record opening and closing checks

| | |
|-----------------------|---|
| Opening checks | <ul style="list-style-type: none"> A. Fridge, freezer and oven are working properly B. Staff fit to work and wearing clean clothes C. Food preparation areas are clean D. Handwashing and |
|-----------------------|---|

| | |
|-----------------------|--|
| | cleaning supplies sufficient |
| Closing checks | <p>A. No food is left out</p> <p>B. Food past its 'use by' date has been thrown away</p> <p>C. Dirty clothes have been removed for cleaning and replaced by clean ones</p> <p>D. Waste has been removed and new bags put into the bins</p> |

2. Extra checks:

- A. Deep cleanings
- B. Maintenance
- C. Temperature probe
- D. Pest control

3. Trainings and supervision

- A. Know which training each member of staff has received
- B. Choose suppliers carefully
- C. Choose contractors carefully
- D. Chose equipment carefully
- E. Stock control

Food and Nutrition Policy

AIM

To ensure that all aspects of food and nutrition in the setting promote health and well being of the children, their families, staff and friends of the service.

POLICY STATEMENT

This setting regards snack and meal times as an important part of the school's day. Eating represents a social time for children and adults and helps children to learn about healthy eating. Meal times also offer opportunities for language development and for social development. At snack and meal times, we aim to provide nutritious food, which meets the children's individual dietary needs.

COMMUNICATING WITH CHILDREN AND FAMILIES

- Parents/carers will have the opportunity to be involved in decisions made regarding food and drink. This will be through conversations with staff, written feedback, involvement in nutrition and health promotion activities.
- Menus are displayed for the information of parents/carers.
- Before a child starts to attend the setting, we find out from parents their children's dietary needs and preferences, including any allergies.
- We record information about each child's dietary needs in her/his registration record.
- We regularly consult with parents to ensure that our records of their children's dietary needs - including any allergies - are up-to-date.



- This policy will be reviewed with the parent rep.
- Parents will be consulted when updating the food policy.

FOOD ALLERGY & SPECIAL DIETARY NEEDS

- In our register pack we will ask for allergies and intolerances to be recorded to help us to manage to deal with them.
- We have a picture of each child and write under the picture what he/she are allergic to.
- Parents need to provide a letter from GP, hospital or dietician to support allergies.
- Nuts are not allowed in the school.
- We require staff to show sensitivity in providing for children's diets and allergies. Staff never use a child's diet or allergy as a label for the child or make a child feel singled out because of her/his diet or allergy.



FOOD SAFETY & HYGIENE

- Children learn to wash their hands before any snack, lunch or cooking activities and we expect parents/carers to do it at home too.
- Staff handling food have food safety and hygiene training
- Raw jelly cubes and any food presenting choking hazard shall not be served during meals or snacks, nor be used as part of sensory play, during a free-flow arrangement within the nursery



FOOD AND DRINK PROVISION

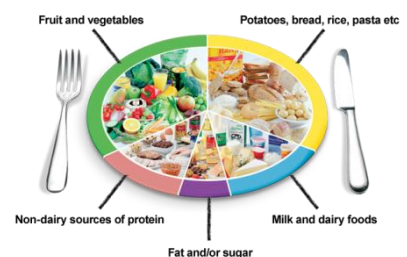
Free fresh drinking water

- We have fresh drinking water constantly available for the children. We inform the children about how to obtain the water and that they can ask for water at any time during the day.
- For children who drink milk, we provide semi-skimmed milk, in line with the voluntary food and drink guidelines.



Food provision

- Fruit snacks are eaten 2 times a day.
- We implement systems to ensure that children receive only food and drink that is consistent with their dietary needs and preferences as well as their parents' wishes.
- We plan menus in advance.
- We do NOT allow the following in packed lunches: Crisps, Biscuits, Sweets, Chocolates or Chewing gum.
- We include a variety of foods from the four main food groups: Meat, fish and protein alternatives; Dairy foods; Carbohydrates and Fruit and vegetables.
- We provide nutritious food for all meals and snacks, avoiding large quantities of saturated fat, sugar, salt and artificial additives, preservatives and colourings.
- We provide a vegetarian alternative on days when Halal or Kosher



meat is unavailable.

CELEBRATIONS AND SPECIAL OCCASIONS

- For birthday celebrations parents may bring cake but it must be shop bought in a box with a label clearly listing ingredients (no nuts or raisins) because of allergy reasons.
- If bringing in foods for special occasions we request parents list ingredients used.



MEALTIME MANAGEMENT & ENCOURAGING EATING WELL

- Staff will supervise children during mealtimes.
- Children will be encouraged and praised for eating but they would not be forced to eat.
- Our setting will respect culture, staff act as positive role models.
- Food will not be used as a bribe, punishment or reward.
- We do planting/ harvest and cooking activities to help the children build a good relationship with food.
- Children who require additional support during mealtimes will be seated close to a member of staff who will encourage and support them.
- We organise meal and snack times so that they are social occasions in which children and staff participate
- We use meal and snack times to help children to develop independence through making choices, serving food and drink and feeding themselves
- We provide children with utensils that are appropriate for their ages and stages of development and that take into account the eating practices in their cultures.

