

## **Food, Drink and Food Hygiene Policy**

### **Policy statement**

Our Pre-school regards snack and meal times as an important part of the session. Eating represents a social time for children and adults and helps children to learn about healthy eating. We promote healthy and at snack and meal times, we aim to provide nutritious food, which meets the children's individual dietary needs. In our Preschool we maintain the highest possible food hygiene standards with regard to the purchase, storage, preparation and serving of food.

We are registered as a food provider with the local authority Environmental Health Department

We provide and serve snacks and parents provide packed lunches for children.

### **Covid-19 amendment**

The following procedures must be followed:

- Babies and toddlers' hands are washed prior to being given food or drink.
- Staff who are eating with the children must role-model hygiene best practice.
- Tables are never overcrowded during mealtimes. Some social distancing is encouraged even though it is acknowledged that children will play in close proximity for the rest of the session.

### **Procedures**

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

- Before a child starts at Pre-school, we find out from parents their children's dietary needs and preferences, including any allergies. (See the Managing Children with Allergies or who are Sick or Infectious policy.)
- We record information about each child's dietary needs in her/his registration record and parents sign the record to signify that it is correct.
- We regularly consult with parents to ensure that our records of their children's dietary needs - including any allergies - are up-to-date. Parents sign any up-dated record to signify that it is correct.
- All our staff who are involved in the preparation and handling of food have received training in food hygiene and are fully informed of any current information about a child's dietary needs..
- 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 provide nutritious food for all snacks, avoiding large quantities of saturated fat, sugar and salt and artificial additives, preservatives and colourings.
- We include foods from the diet of each of the children's cultural backgrounds, providing children with familiar foods and introducing them to new ones.
- 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.
- 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 account of this information in the provision of food and drinks.
- We require staff to show sensitivity in providing for children's diets and allergies. Staff do not use a child's diet or allergy as a label for the child or make a child feel singled out.
- We organise snack times so that they are social occasions in which children and staff participate.
- We use snack times to help children to develop independence through making choices, serving food and drink and feeding themselves.
- We provide children with utensils which are appropriate for their age and stage of development and which take into account the eating practices of 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 session.
- We inform parents who provide food for their children about the storage facilities available in the Pre-school.
- We give parents who provide food for their children information about suitable containers for food and the storage facilities that are available at Pre-school.
- 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.

**Packed lunches**

Children who stay to lunch are required to bring packed lunches, we:

- ensure perishable contents of packed lunches are refrigerated or contain an ice pack;
- must not contain nuts;
- inform parents of our policy on healthy eating;
- Encourage parents to provide sandwiches with a healthy filling, fruit, and milk based deserts such as yoghurt or crème fraiche. We discourage sweet drinks and can provide children with water or milk;
- Ensure staff sit with children to eat their lunch so that the mealtime is a social occasion. Staff must keep children both in sight and hearing whilst eating.

**Food Poisoning**

- We would notify Ofsted of any food poisoning affecting two or more children looked after on the premises as soon as is reasonably practicable, but in any event within 14 days of the incident.

**Food hygiene**

**Procedures**

- The Preschool Manager and other staff responsible for food preparation understand the principles of Hazard Analysis and Critical Control Point (**HACCP**) as it applies to the Preschool.
- All staff follow the guidelines from their Food Hygiene training and *Safer Food Better Business*
- All staff preparing and serving food have an in-date Food Hygiene Certificate.
- The person responsible for food preparation and serving carries out daily checks on the kitchen to ensure standards are met consistently.
- 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 their original containers; un-refrigerated food is served to children within 4 hours of arrival at Pre-school.
- Food preparation areas are cleaned before use as well as after use.
- There are separate facilities for hand-washing and for washing up.
- 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.
- When children take part in cooking activities, they are supervised at all times and helped to understand the importance of hand washing and simple hygiene rules. They are kept away from hot surfaces and hot water and do not have unsupervised access to electrical equipment.

**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 Preschool, the Preschool Manager will contact the Environmental Health Department and the Health Protection Agency, to report the outbreak and will comply with any investigation.
- Any confirmed cases of food poisoning affecting two or more children looked after on the premises the setting will also be notified to Ofsted as soon as is reasonably practicable, and always within 14 days of the incident.

**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/sfbbcaterers](http://www.food.gov.uk/foodindustry/regulation/hygleg/hyglegresources/sfbb/sfbbcaterers)

**This policy was adopted at a meeting of Pickering Pre-School Playgroup held on 31<sup>st</sup> August 2023.**

**Date to be reviewed – Before end of August 2024.**

**Signed on behalf of the management committee**

**Name of signatory – Richard Allenby (Chairperson).**