

**Beaumont Community Preschool & Childcare Groups**

**Food and drink, Health & Hygiene**

**Policy statement**

Beaumont Community Preschool & Childcare Groups regards snack and meal times as an important part of our day. Eating represents a social time for children and adults and helps children to learn about healthy eating. At snack and meal times, we aim to provide nutritious food which promote health and reduce the risk of obesity and heart disease that may begin in childhood, and that meet the children's individual dietary needs and where lunches are provided by parents/carers we encourage and promote healthy eating.

We provide and/or serve food for children on the following basis:

* Snacks (Provided by the setting unless otherwise requested during outbreaks/pandemic)
* Packed lunches (Provided by the parents and served at the setting)

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.

**Food Safety**

**Procedures**

* The person in charge and the person responsible for food preparation understand the principles of Hazard Analysis and Critical Control Point (**HACCP**) as it applies to their business. This is set out in *Safer Food Better Business*. The basis for this is risk assessment as is applies to the purchase, storage, preparation and serving of food to prevent growth of bacteria and food contamination.
* All staff follow the guidelines *of Safer Food Better Business*.
* All our staff who are involved in the preparation and handling of food have received training in food hygiene and food allergy.
* The person responsible for food preparation and serving carries out daily checks on the kitchen to ensure standards are met consistently. (See *Safer Food Better Business.*)
* We use reliable suppliers for the food we purchase.
* Fridge and freezer thermometers should be in place. Recommended temperatures for the fridge 1-5°c and freezers at -18°c. Temperatures are recorded daily.
* 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.
* Soft fruits, perishable items and easily perishable vegetables are kept in the fridge at 1-5°c.
* Packed lunches are stored in a cool place; un-refrigerated food is served to children within 4 hours of preparation at home.
* Staff’s own food or drink should be kept in separate designated area of the fridge.
* There are separate facilities for hand-washing and for washing up.
* All children wash their hands for at least 20 seconds before and after eating. Where children find this difficult ie babies/toddlers, staff will aid the child and and/or offer individual bowls of soapy water. Child friendly hand sanitiser is also available where necessary.
* 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.
* Raw eggs should not be used in uncooked dishes, and cake mix should not be eaten. Egg shells will be disposed of safely in the bin.

**Food and Drink**

**Procedures**

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

* Before a child starts to attend the setting, we find out from parents their children's dietary needs and preferences, including any allergies. (See the Managing Children who are Sick, Infectious or with Allergies policy.) This information is recorded about each child's dietary needs in her/his registration record and parents sign the form to signify that it is correct.
* We display current information about individual children's dietary needs so that all staff and volunteers are fully informed about them.
* We regularly consult with parents to ensure that our records of their children's dietary needs - including any allergies - are up to date.
* We implement systems to ensure that children receive only food and drink that is consistent with their dietary needs and where possible and in line with healthy eating the preferences of the child as well as their parents' wishes.
* Snack menu is available for parents on our website.
* We provide nutritious food for snacks, avoiding large quantities of saturated fat, sugar and salt and artificial additives, preservatives and colourings.
* Fruit or raw vegetables, such as carrots or cucumber, are offered in batons, which children should be encouraged to help in preparing. Bananas and other foods are sliced in a way to minimise a choking hazard.
* We provide children with water and milk at snack times.
* 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.
* We ask that children are provided with a named bottle containing water, we will only provide a water only re-fill when a child’s drink from home is finished, as a last resort we will fill a child’s drink with very diluted juice if the child refuses to drink water and becomes detrimental to their health and wellbeing, this will only be carried out with a written consent from parents/carers and when all other options have been exhausted..
* We include where possible a variety of foods from the four main food groups:
* meat, fish and protein alternatives (Parties Only)
* dairy foods;
* grains, cereals and starch vegetables; and
* fruit and vegetables.
* We aim where possible to explore foods from a variety of cultural backgrounds, exploring familiar foods and introducing them to new ones.
* If food delivery/click and collect services for any reason are restricted or unavailable then we may ask parents to provide their child with suitable healthy snacks.
* 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 provide a vegetarian alternative on days i.e. Parties when meat or fish are offered and make every effort to ensure Halal meat or Kosher food is available for children who require it.
* 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 because of her/his diet or allergy.
* We keep records of allergens within foods and if children are cooking, which is available for parents should they wish to know what is in their child’s snacks and what ingredients have been used.
* We organise meal and snack times so that they are social occasions in which children and staff participate.
* Staff who are eating with the children must role-model hygiene, healthy eating and best practice at all times, for example not drinking cans of fizzy drinks in front of the children.
* We encourage all children to be independent through making choices, serving food and drink and feeding themselves and in helping to prepare their snacks for example cutting up of fruit, pouring their own drinks and washing up their own cups and plates. However during outbreaks this may be suspended to avoid cross- contamination.
* Children are never forced to eat anything they do not want to. If a child refuses to eat or becomes a fussy eater this will be discussed with the parent.
* We provide children with utensils that are appropriate for their ages and stages of development and that take account of the eating practices in their cultures.
* Care is taken to ensure that children with food allergies do not have contact with food products that they are allergic to. 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 under the age of 2 and semi-skimmed for 2 years and over unless a parent requests otherwise.
* For each child under two, we provide parents with daily written information about feeding routines, intake and preferences.
* No child is ever left alone when eating/drinking to minimise the risk of choking.
* Where possible we allow parents/carers to bring in cakes on special occasions, however these need to be shop bought and in their original packaging.

**Preparation of food**

* Staff must check the content of food/packets to ensure they do not contain allergens.
* Food allergens must be identified on the menus and displayed for parents.
* Staff wash hands and cover any cuts or abrasions before handling food.
* Food preparation areas and tables are cleaned before use as well as after use
* Separate boards and knives are used for chopping food, usually colour coded.
* Where applicable Raw and cooked foods are prepared separately.
* All vegetables and fruit are washed before preparing.
* Food left out is covered, for example when cooling down.
* Where a microwave is used, food is cooked/heated according to manufacturer’s instructions and never used to heat babies’ bottles.
* Microwaved food is left to stand for a few minutes before serving.
* A food probe is used to check temperature of food, including where heated in a microwave; it is checked in a number of places to avoid ‘hot spots’.
* Food is cooked in time for serving and is not prepared in advance of serving times.
* Potatoes and vegetables are peeled when needed, not in advance and left in water.
* Where applicable food is prepared and cooked for different religious dietary needs and preferences, such as Halal or Kosher meat is cooked in separate pans and served separately.
* Where applicable food cooked for vegetarians does not come into contact with meat or fish or products.
* Food cooked and prepared for children with specific dietary needs is cooked in separate pans and served separately.
* A separate toaster is kept and used for children with a wheat or gluten allergy.
* Food prepared for children with dietary needs and preferences is clearly labelled and every effort is made to prevent cross-contamination.
* Raw eggs are not to be given in any form, such as mousse or mayonnaise.
* When given to children, eggs are fully cooked.

# Serving Food

* Staff risk assess the likelihood of children with dietary restrictions accessing the food of other children and must take appropriate action to prevent this from happening, for example:
* check the list of children’s dietary requirements displayed in the food preparation area
* coloured plates
* place mats
* other methods as agreed by the setting manager
* Children with allergies/food preferences are not made to feel ‘singled out’ by the methods used to manage their allergy/food preference.
* Food served to children with identified allergies is checked to ensure that the food (and its ingredients) does not contain any of the allergens for that child.
* Tables are cleaned before and after, with soapy water or a suitable non-bleach product.
* Members of staff serving food wash their hands and cover any cuts with a blue plaster.

***Babies***

* Parents are requested to provide milk for their babies if they are not yet drinking cow’s milk, formula must be pre-made or individual cartons supplied.
* Parents are advised to follow the manufacturers guidance and transport prepared feeds or breast milk in a cool bag. On arrival feeds are taken out of the cool bag and placed in the fridge.
* Made up feeds and breast milk is always used on the same day.
* In line with current Food Standards Agency guidance parents are advised not to give toddlers and young children rice drinks as a substitute.
* Parents to supply pre-sterilised bottles. There must be one bottle per feed, per day
* Bottled water is not recommended for making up feeds, as it's not sterile and may contain too much salt (sodium) or sulphate.
* Unless otherwise advised i.e from Health Visitor, parents are also asked to provide cooled boiled water for your baby to drink in a suitable sterilised bottle/cup.
* All bottles must be clearly labelled with the child’s full name.
* Staff will liaise closely with parents of babies who are weaning concerning their preferred dietary requirements.
* Bottles are cooled under cold running water and the temperature checked on the inside of an adults wrist to ensure that it is body temperature, which means it should feel warm or cool but not hot.
* We will not warm up formula in a microwave, as this may heat the feed unevenly and burn your baby's mouth.
* Babies will want to hold their own bottles, but they are never left propped up with a bottle to feed themselves.
* Baby weaning foods are only prepared by permanent, trained staff.

***Packed lunches***

At Beaumont Community Preschool & Childcare Groups we encourage healthy eating and ask that when packing your child’s lunch box, we ask you to avoid where possible the following types of foods.

* Shop bought microwave meals/ready meals as these contain a high quantity of salt.
* No fried foods for example fried eggs, chips/fries etc.
* No meats on the bone.
* No pot noodles, super noodles etc.
* fizzy drinks and drinks with high sugar contents for example fruit shoots.
* No tea or coffee.
* No sweets and doughnuts
* Only minimal chocolate items, we recommend only 1 item.
* We are a nut free setting and do not allow nuts/nut products at any time this includes chocolate spreads and some pesto products.
* We discourage packed lunch contents that consist largely of crisps and processed/packaged foods and sweet products such as cakes or biscuits.
* Parents are requested not to bring foods that contain nuts. Staff check packets to ensure the product does not contain nuts or nut products.
* We do not recommend that children eat tinned foods for example macaroni cheese or lunchables/attack a snack on a daily basis.
* We reserve the right to return foods to the parent/carer as a last resort if it is felt that the contents is unsuitable and does not meet healthy food standards. A suitable alternative will be provided; however, this will incur a charge of £2.00 to cover food costs.
* We ensure perishable contents of packed lunches are kept cold and ask that parents/carers provide an ice pack in the lunchbox to keep food cool;
* We inform parents of our policy on healthy eating and provide parents with information on lunchbox alternatives suggested as guidance.
* We encourage parents to read the nutritional values and contents of foods provided in lunchboxes. We encourage parents to think about portion sizes i.e. small sausage rolls instead of jumbo sausage roll.
* We inform parents of whether we have facilities to microwave cooked food brought from home and when foods are heated we record the date, child’s name, details of the food that has been heated, the staff member who has heated the food and the temperature. This will be 75°c or higher in line with food safety requirements.
* We ask that fruits and vegetables such as carrots, cucumber, grapes etc in your child’s lunchbox are cut length ways/batons to prevent choking hazards. For advice see Early years food choking hazards - [PowerPoint Presentation (foundationyears.org.uk)](https://foundationyears.org.uk/wp-content/uploads/2021/09/Early-Years-Choking-Hazards-Table_FINAL_21-Sept-2021.pdf)
* If a child has rice in their lunch this will be served cold as we will not heat up any rice product to prevent food poisoning.
* We provide children, bringing packed lunches, with plates, cups and cutlery if wanted by the child.

***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 setting, the 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.
* We 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.
* The settings manager is responsible for informing the settings trustees of food poisoning affecting 2 or more children on the premises.

**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 2008)

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| This policy was adopted at a meeting of | **Beaumont Community Preschool & Childcare Groups** |  |
| Held on |  | (date) |
| Date to be reviewed |  | (date) |
| Signed on behalf of the management committee |  | |
| Name of signatory |  | |
| Role of signatory (e.g. chair/owner) |  | |