



# Wattisham Airfield Childcare Centre

## Food and Food hygiene

Wattisham Airfield Childcare Centre aim to provide healthy food, which is balanced, varied, nutritious and well presented. This will be carried out in accordance with statutory food safety and health and safety regulations. Records are made of food and drinks that the children have during the day and parents are given a summary of what they have eaten at the end of each day.

It is fundamental right that children should be provided with regular drinks and food, in adequate quantities for their needs. Food and drinks will be varied and every effort will be made to accommodate individual diets and celebrate different cultures. Managers ensure that all staff are informed of any children who have special dietary requirements, preferences or food allergies and that the allergies and medical conditions policy is adhered to at all times.

Meal times are an important part of the children's time within the setting as there are numerous learning opportunities that can take place during meal times. Some involvement, by the children, in the setting up and clearance procedures can help to promote social skills and a feeling of achievement and confidence. Simple tasks can be accomplished by most ages and learning opportunities will be explored, such as the setting up of the tables as an extension of a home corner or imaginative play activity.

Social skills and co-ordination are the main areas of development during mealtimes but recognition of different foods, making healthy choices and exploring new tastes and textures develops confidence and basic knowledge.

This policy is to be used in line with the allergy and medical conditions policy and it is the responsibility of the manager to ensure that staff adhere to both policies at all times.

## **Meal time procedures**

- Tables used during mealtimes must be cleaned before children are seated. Toddler and Pre-school children should always be encouraged to take part in the preparation for meal times. i.e laying the table.
- Children and staff MUST wash their hands before children are seated. Children should understand the reasons for good hygiene practice at mealtimes, as this is a valuable learning opportunity.
- Child size crockery and child sized cutlery are used for all children at all meal times, to encourage physical and social development as well as confidence. All staff are responsible to check and remove any inappropriate items that have signs of wear.
- Children must sit down when eating or drinking to avoid the risk of choking but this could take the form of a picnic style situation for snacks or for drinks outside the normal mealtime situation
- Children should not be seated at tables more than five minutes before their meal is served and appropriate activities such as singing or story time should always be undertaken whilst children are waiting for their meal to be served. In the event that the food is delayed staff must provide appropriate activities to occupy the children whilst they are waiting.
- Children are encouraged to make their own choices from the meal on offer and to try new tastes and textures. Preschool children serve their own food with support from staff
- Staff are responsible for creating a relaxed and social atmosphere at meal times.
- The in-house cook prepares and delivers meals to the rooms via a metal serving trolley. She plates the babies up on to individual plates and into serving dishes for the toddler and pre-school children to self-serve. Hot food from cooking dishes used in the cooking process (e.g. oven dishes, saucepans or micro waved bowls) is NOT used for self-serving.

- Pies or certain foods may need to remain in the dish used during the cooking process and these must always be kept on a separate table or trolley away from the children
- Food is cut into suitably sized pieces for the age or stage of development of each child.
- Children must always be offered drinks with food; Pre-school children will be encouraged to pour water for themselves into their own cup from a small jug stored in the middle of the table. This is replenished by staff from a larger jug
- If appropriate, staff may be served a small portion of the same meal as the children when they sit at the table with them, to encourage and assist children to enjoy and eat their meal. This does not apply in baby room where staff should not eat whilst feeding the babies as their time must be dedicated to feeding the babies.
- Staff do not walk around whilst eating.
- Food is never forced on a child and children are not reprimanded for not eating food.
- Food is never withheld as a punishment.
- All children are supervised at all times throughout all mealtimes and snacks. Any children with a severe allergy are accompanied for the duration of all meal times by a member of staff.
- The temperature of the food is always tested and recorded before serving children. We have a cooking thermometer to test temperatures of food
- Staff do not blow on children's food, if the food needs cooling, a staff member will flap a clean book to produce cool air.
- Staff do not allow children to serve hot liquids such as soup or gravy as these could splash onto the children's skin.
- Meal time routines are displayed in each room
- A copy of the menu is displayed for parents

### **Breakfast and snacks**

A range of cereals and/or toast is offered for breakfast. A variety of snacks which include fresh fruit, crackers, yogurts and vegetables are provided mid morning and mid afternoon with a choice of milk or water to drink.

We provide whole pasteurised milk for under 2's and semi-skimmed for over 2's.

Babies and toddler rooms hold a group snack. An ideal opportunity to gain important developmental skills, social interactions, communication and physical skills.

Pre-school offer a rolling snack between 10am-10:45am supported by an adult to gain those skills.

### **Allergies and intolerances**

Before a child starts to attend the setting, we find out from parents their children's dietary needs and preferences, including any allergies/intolerances.

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.

Parents/carers are always informed in the unlikely event that their child eats any restricted foods.

Please see our Allergy policy for further information.

### **Drinking water**

Fresh drinking water is available to all children and offered at regular intervals or on request. Pre-school and toddler children always have access to a fresh drinking water jug and cups so they can self-serve a drink of water at their leisure. Babies' cups are allocated on a table accessible at all times throughout the day and refreshed after every meal time or when the cup is empty if beforehand.

### **Staff drinks**

Tea, coffee and hot chocolate are provided by the setting. Staff can bring their own drinks in from home which are to be stored in the staff room. Cold drinks consumed in the play rooms must consist of water, juice or milk. No fizzy drinks. Any hot drinks are stored in a safe heat resistant mug with a safety lid which are discarded immediately if broken.

### **Food Hygiene**

All staff receive food hygiene training to enable them to handle and serve food safely.

Cleaning routines in the kitchen and serving areas have been set up to ensure that all surfaces and storage areas are cleaned correctly. Food is stored at the appropriate

temperature and all fridges and freezers temperatures are checked daily and cleaned on a

weekly basis. Cleaning schedules follow the FOOD Standard Agency guidelines. We are registered as a food provider with the local authority Environmental Health department. The kitchen is inspected by officers from the local environmental health department and any issues are addressed immediately.

Our hygiene practices are inspected yearly by the Food standards agency. We have achieved the top rating of a 5 since 2014.

### **Food ordering and preparation**

The in-house cook orders food online from Tesco's which is delivered the following week. The cook checks and signs for the food.

Food preparation areas are cleaned with antibacterial spray before and after use.

Food is stored at the correct temperatures and is checked to ensure it is in date and not subject to contamination by pests, rodents or mould and any food found out of date will be discarded instantly.

At least one person in the setting during food preparation has an in-date Food Hygiene certificate.

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

### **Packed lunches**

When parents bring packed lunches, we:

- inform parents of our aim to healthy eating
- display pictures of healthy choices for lunch boxes at the start of term
- ensure packed lunches contain an ice pack to keep food cool
- their child's lunch box must be clearly labelled with the child's name

- We discourage sweet drinks and inform that we can provide children with water
- we discourage packed lunch contents that consist largely of crisps, processed foods, sweet drinks and sweet products such as cakes or biscuits
- provide children, bringing packed lunches, with plates, cups and cutlery

**If a packed lunch is forgotten and a hot meal is required on the day this will be charged at a cost of £5.**

### **Reporting of food poisoning**

Where children/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 Environmental Health department and ofsted to report the outbreak and will comply with any investigation.

### **Baking activities**

When staff carry out baking activities they must be aware of any allergies or intolerances and find alternative ingredients to enable all children to participate. Areas will be cleaned in preparation and hygiene procedures followed. Staff talk about ingredients used, quantities and the cooking process.

### **Birthdays and celebrations**

The cook can provide a cake if a child celebrates their birthday at a cost of £5. Any sweets and chocolates brought in by other parents for other children will be stored away from the children and handed to the parents when they collect their child.

**Please see our Bottle and Weening policy for further information**

### **Legal framework:**

- Children Act, 1989, 2004, 2006
- Every Child Matters: Change for Children 2004
- Food Safety Act 1990
- Food Safety Regulations 1995
- Health & Safety at Work Act 1974
- Health Protection Agency Act 2004
- Public Health Regulations 1984 1988
- EYFS Welfare requirement – Safeguarding and promoting children’s welfare

This policy was adopted at a meeting \_\_\_\_\_ name \_\_\_\_\_ of  
of \_\_\_\_\_ setting  
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) \_\_\_\_\_

**Review dates:**

Date \_\_\_\_\_ signed \_\_\_\_\_

Date \_\_\_\_\_ signed \_\_\_\_\_

Date \_\_\_\_\_ signed \_\_\_\_\_

Date \_\_\_\_\_ signed \_\_\_\_\_

Date \_\_\_\_\_ signed \_\_\_\_\_