

### **13. Food and Food Hygiene Policy**

#### **Legal Framework**

*Children Act 1989, 2004, 2014*

*Every Child Matters: Change for Children 2004*

*Food Safety Act 1990*

*Food Safety Regulations 1995, 2013*

*Health and safety at Work Act 1974, 1999*

*Health Protection Agency Act 2004*

*Public Health Regulations 1984, 1988*

*EYFS Welfare Requirements: Safeguarding and Promoting Children's Welfare*

*National Standards: Standard 2 – Organisation, Standard 6 – Safety, Standard 7 – Health, Standard 8 – Food and Drink, Standard 12 – Working in Partnership with parents and carers.*

*Food Information Regulations (FIR) 2014*

#### **Name of Responsible Person; All staff and particularly cooks and lunchtime assistants.**

At Tigers Day Nurseries we recognise that the quality of the meals and drinks served to children makes an important contribution to their overall well-being. Mealtimes are an opportunity for staff and children to share conversation in a relaxed and comfortable atmosphere. Staff act as good role models and encourage children to try a variety of foods. Older children are encouraged to be independent and serve themselves and all children help with arrangements for setting up and clearing away meals. Opportunities are taken to talk to children about healthy eating, to explore different types of food and to grow fruit and vegetables which the children can then eat as part of their meals.

Menus are carefully planned by the cooks and follow nutritional guidelines for children under the age of five. All meals are prepared from fresh ingredients in the nursery kitchens. Recipes used are low in sugar and fat and avoid the use of salt and artificial additives and flavourings. Over a week they provided a well balanced mix of foods. Menus are displayed on the nursery noticeboards and parents are given a brief summary of what their child has eaten each day. A variety of dietary requirements are catered for and the utmost care is taken to avoid exposing any child to a food that they are allergic to. We display information on the contents of all food for parents and carers to ensure they are aware of all ingredients in all food.

Breakfast is offered to all children attending the nursery in the mornings, if requested by parents. Snacks of fresh fruit, water and/or milk are provided throughout the day and are offered to children regularly. A high tea is provided in the afternoon. Fresh drinking water is always available for the children throughout the day.

All staff receive basic 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 areas and storage areas are cleaned correctly. Food is stored at the appropriate temperature and all fridges and freezers are checked daily and cleaned regularly. Cleaning schedules follow the Food Standards Agency guidelines. The kitchens are inspected regularly by Officers from the Local Environmental Health Team and a number grading is awarded which is displayed in the nursery. Some of our settings may use an outside catering company to provide meals for the children and the Operations Manager will ensure standards adhered to within our settings are also adhered to by a contracted company.

## **Procedures**

*Food Purchasing*

*Devising Menus*

*Organisation of Mealtimes*

*Informing parents of their child's eating habits*

*Helping children understand healthy eating principles*

*Informing and managing children's food allergies and intolerances*

*Maintaining high standards of cleanliness in the kitchen*

*Feeding guidelines*

## **Food Purchasing**

- Purchasing of food and consumables is organised and budgeted by the Chef
- The Chef will ensure sufficient items are in stock
- The menus are prepared in enough time to ensure stock can be purchased
- The food is purchased locally, where possible
- Food is purchased only from recognised and reputable sources.
- The Chef will source suitable products to ensure those children with special diets for allergic, intolerances, cultural and religious reasons are appropriately catered for.
- Food is purchased with regard to Government guidelines and recommendations

- **Devising Menus**
- Menus are generally changed twice a year to take into account seasonal fruit and vegetables
- We offer one menu choice per day but staff will use a common sense approach if a child obviously dislikes a food item. We will always offer fresh fruit and an additional sustenance if required during meal time. Allergies and intolerances are catered for individually.
- The Chef will have regard to Government guidelines and recommendations for diets
- A menu is devised taking into account children's needs and preferences
- 'Junk' or processed food is not on our menus
- Fresh fruit and vegetables are provided daily.
- The menus consist of a two course cooked lunch and a high tea daily.
- Over a week the menu will be a well-balanced one providing sufficient nutrition based on current guidelines and recommendations
- The Chef will ensure there is sufficient amounts of food for children with larger appetites and staff are aware of appropriate portion sizes.
- All new menus are approved by the Operations Manager and Owner and copies are given to parents
- Parents do have the option to request changes to their child's menu within reasonable boundaries.
- A parent of a child with severe allergies will have a meeting with the nursery Chef before their child starts at the nursery to ensure we are fully aware of the restrictions of their diet.

### **Organisation of Mealtimes**

- Mealtimes are a sociable and relaxed time for the children to enjoy their food in an unhurried manner.
- Children sit together in social groups and conversation is encouraged, supported by the adults
- Children are grouped in a manageable and calm way and good table manners are promoted throughout.
- Children are encouraged to use cutlery and try new foods in a calm and encouraging manner.
- Adults will always sit with the children and be positive role models for them.
- Any child who has severe food allergies will be supervised closely by a staff member during all mealtimes.
- Children are encouraged to be independent with serving themselves, preparing the tables and clearing away. Staff will always support this and use mealtimes as a learning opportunity by counting cups, seeing if there are enough plates etc.

- Portion control is appropriate and older children are encouraged to serve themselves.
- Adults feeding babies will ensure they have their own cutlery so they can feed themselves as and when they wish.
- Children always have control over when they have finished eating and staff can encourage them with a little more, but under no circumstance are children forced or pushed.
- Food is never used as a punishment or reward.
- Staff supervising mealtimes always use personal protective clothing including blue disposable aprons and disposable gloves if they are handling foods.

### **Informing Parents of their Child's Eating Habits**

- At the end of each day staff will inform parent/carer of how well their child has eaten that day. This is also recorded on iConnect so parents can see it immediately on parentzone.
- Staff must ensure that this information is recorded and accurate if the member of staff handing over to the parent is not the staff member who supervised the meals.
- This information is important for parents to decide whether or not the child will need further sustenance once they arrive home.
- This information is also essential for weaning babies to gauge reactions to certain foods.

### **Helping Children understand Healthy Eating Principles**

- Staff are to be positive role models for the children at all times they have contact during mealtimes.
- The routine ensures children have opportunities to be active and have a healthy lifestyle and mealtimes are part of this.
- Children are offered a healthy and balanced diet each day and are encouraged to try new foods without pressure.
- Sweets are avoided and are only given to take home so parents can monitor their child's intake.
- Healthy foods are promoted in areas such as cooking with the children.
- High salt and sugary foods are avoided.
- Sweet foods are given in moderation, again with balance in mind.
- Some babies are fed according to parents own regimes and these are adopted by the nursery for that child, only if the regime incorporates our basic principles of happy and sociable mealtimes.

## **Informing and Managing Children's Food allergies and intolerances (see separate policy)**

### **Maintaining High Standards of Cleanliness in the Kitchens**

- It is our appointed Chef/Cook's role to ensure the kitchen areas are clean and hygienic at all times.
- Any support staff are trained to use the correct chemicals to maintain a hygienic environment.
- All cleaning tasks in the kitchen areas are recorded in the data book kept in the kitchen and signed off daily by the Chef/Cook.
- A deep clean of kitchen areas is completed by the Maintenance Team every four weeks and recorded in the maintenance book.

### **Feeding guidelines**

- The nursery will support parents feeding regime for their own babies, including baby led weaning etc, as long as the principle of the regime covers a healthy and happy mealtime.
- Current advice states babies should be weaned at about 6 months of age.
- Babies can have a revised menu according to their individual needs and in collaboration with the chefs and food can be pureed or mashed according to the babies requirement.
- Fruit given to babies under the age of 10 months must only be soft fruit such as strawberries, melon, grapes, banana, kiwi, plum, orange (with pith removed) and be no thicker than one centimetre, cut into batons, not cubes. All peel, pith and pips should be removed. Babies are able to be offered stewed, cooked fruit or tinned soft fruit.
- Vegetables given to babies under the age of 10 months should only be soft or lightly cooked to soften and cut as the fruit above.
- After the age of two children can be given fruit with peel on.
- All fruit provided at nursery for the older children must be cut and offered as in the diagrams displayed in the rooms.
- Staff will keep a close eye on babies when trying new foods for the first few times and record and report any reactions.
- At all times when on solid foods and being fed, babies should be offered their own spoon to attempt feeding themselves.

- To prevent choking hazards, we do not have food items such as mini chocolate eggs (with the hard shell) in the nursery.