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|  | Food, Drink and Food Hygiene Policy  |
|  | Date adopted: 12.02.2020  |

**Policy statement (6.5)**

We regard snack time as an important part of the Pre-school’s session. Eating represents a social time for children and adults and helps children to learn about healthy eating. At snack times, we aim to provide nutritious food, which meets the children’s individual dietary needs.

**Procedures**

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

* Before a child starts to attend Hanslope Pre-school, 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).
* We record information about each child’s dietary needs in his/her Day Care Records and parents sign the record to signify that it is correct.
* We regularly consult with parents termly, to ensure that our records of their children’s dietary needs – including any allergies – are up to date. Parents sign the up-dated record to signify that it is correct.
* We display a list of ingredients when doing cooking as an activity in case a child has developed a new allergy that we are not yet aware of.
* We display current information about individual children’s dietary needs so that all staff and volunteers are fully informed about them (see allergy folder).
* 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 (see preferred foods list).
* We plan menus in advance involving children and display the menus of snacks for the information for parents to view.
* We provide nutritious food for snacks, avoiding large quantities of saturated fat, sugar and salt and artificial additives, preservatives and colourings.
* We include a variety of foods from the following food groups:
	+ protein
	+ dairy foods
	+ grains, cereals and starch vegetables and
	+ fruit and vegetables
* 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, as well as 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 because of his/her diet or allergy.
* 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 that are appropriate for their ages and stages of development and that take account of 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 session.
* In order to protect children with food allergies, we do not allow children to share and swap their food with one another.
* For children who drink milk, we provide semi- skimmed milk.

**Lunch club**

* We ensure perishable contents of packed lunches are refrigerated.
* We inform parents of our policy on healthy eating.
* We provide parents with an information sheet giving guidance on healthy lunchbox contents as well as information about the benefits of lunch club and the club’s routine.
* We encourage parents to provide sandwiches with a healthy filling, fruit and milk-based desserts such as yoghurt or fromage frais. We discourage sweet drinks and 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 and we will remind parents who provide these foods about our policy on healthy eating.
* **We reserve the right to return foods, to the parent/carer containing nuts or nut products.**
* **Grapes, tomatoes and cherry stones to be removed and to be cut lengthways to prevent the child from choking.**
* **Pre-school staff need to be aware of all ingredients of food items, such as multipack buys, homemade cakes, biscuits to ensure that all items are nut free.**
* We ensure staff sit with children to eat their lunch so that the mealtime is a social occasion.

**Food Hygiene**

**Policy Statement (6.6)**

We provide and serve food for children on the following basis, snacks and packed lunches.

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

Hanslope Pre-school is registered as a food provider with the local authority Environmental Health Department. *(Local authorities will advise on whether individual providers are required to register.)*

**Procedures**

Our staff with responsibility; for food preparation understand the principles of Hazard Analysis and Critical Control Point (HACCP) as it applies to our setting. This is set out in (Food Standards Agency 2011). The basis for this is risk assessments of the purchase, storage, preparation and serving of foods to prevent growth, bacteria and food contamination.

* All our staff follow the guidelines of Safer Food, Better Business.
* All our staff that are involved in the preparation and handling of food have received training in food hygiene.
* Staff responsible for food preparation and serving, carry out daily opening and closing checks on the kitchen to ensure standards are met constantly.
* We use reliable suppliers for the food.
* 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.
* Food preparation areas are cleaned before and after use.
* There are separate facilities for hand washing and for washing up.
* All surfaces are clean and non-porous.
* All utensils, children’s cups, plate bowels etc, are cleaned 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 always supervised

 - 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.

**Reporting of food poisoning**

Food poisoning can occur for several reasons; not all cases of sickness or diarrhoea are as a result of food poisoning and not all cases of sickness and 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 our setting, the Practice Manager will contact the Environmental Health Department to report the outbreak and will comply with any investigation.
* We notify Ofsted as soon as reasonably practicable, of any confirmed cases of food poisoning affecting two or more children looked after on the premises, 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 2011)
* Nutritional Guidance for the Under Fives (Pre-school Learning Alliance 2009)
* The Early Years Essential Cookbook (Pre-school Early Alliance 2009)
* Health and Active Lifestyles for the Early Years (Pre-school Learning Alliance 2012)

This policy was adopted by Hanslope Pre-school on 12th February 2020

Date to be reviewed 12th February 2021

Signed on behalf Hanslope Pre-school …………………………………

By Xanthia Collender Chairperson 12th February 2020

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|  | Lunch Club Information  |
|  | Amended January 2019 |

These notes have been produced to help you and your child get the most out of our lunch club and hopefully answer some of your questions. If you feel there is something, we have forgotten please bring it to our attention.

**What is Lunch Club?**

Lunch club is an extra session that runs immediately after the pre-school morning session for one hour. You need to provide a healthy packed lunch and a drink that your child can manage to eat on his/her own. We will store your child’s lunchbox in the fridge during the morning session. Places need to be booked for an entire term and payment should be made in advance in accordance with our Pricing Policy, a copy of which is available on request.

**Benefits** that we hope the lunch club will bring are:

* Improving social skills
* Helping your child get used to the routine he/she will have to follow at school
* Helping with independence
* Encouraging healthy eating

**Routine**

At 12.15pm all the children staying for lunch club will be taken onto a separate carpet in the main hall and activities such as puzzles, games and construction toys will be provided for them.

At approximately 12.30pm they will all sit down together with the staff to eat their lunch so that the mealtime is a social occasion. Any uneaten food will be left in your child’s lunchbox so that you can see what they have eaten.

After lunch there will be further opportunity for play or stories before home time at 1.15pm.

**Some do’s and don’ts**

Please provide a healthy lunch in a named lunchbox for your child. The following are suggestions of items to include:

* Sandwiches, rolls or wraps with a healthy filling
* Pasta or rice salad (please provide plastic cutlery)
* Hummus with breadsticks
* Fruit
* Yoghurt or fromage frais
* Carrot sticks or cherry tomatoes
* Water or diluted pure fruit juice

Please **do not** put any of the following items in your child’s lunch box:

* **Nuts including peanut butter**
* Sweets including chocolate
* Fizzy drinks
* Glass bottles

Please also avoid processed foods, crisps, sweet drinks, cakes and biscuits as much as possible.

**Choking Hazards: Please do consider that items such as whole grapes, tomatoes, cherries could be a choking hazard; we would suggest that items such as this would need to be cut in half.**

**To protect children with food allergies, we will not allow children to share or swap their food with one another.**

* **We reserve the right to return foods, to the parent/carer containing nuts or nut products.**
* **Pre-school staff need to be aware of all ingredients of food items,** **such as multipack buys, homemade cakes, biscuits to ensure that all items are nut free.**

**Contact phone numbers**

Our mobile phone number is **07977721755** – it is important that you make a note of this number in you address book and enter it in your mobile phone in case you need to contact us during a session for any reason