

**In our setting we provide and/or serve food for children on the following basis:**

**-Snacks**

**-Lunch**

**-Packed Lunches (Wednesday)**

**We maintain the highest possible food hygiene standards with regard to the purchase, storage, preparation and serving of food.**

## **Procedures**

The Head Teacher and the person responsible for food preparation have Food Hygiene Certificates.

Systems are in place to monitor the temperature of the food on arrival at school and before serving to ensure safe temperatures are maintained. This is set out by the Food Standards Agency.

The basis for risk assessment applies to the purchase, storage, preparation and serving of food to prevent growth of bacteria and food contamination.

All staff follow the guidelines of the Food Standards Agency.

At least one person has an in-date Food Hygiene Certificate.

The person responsible for food preparation and serving carries out daily opening and closing checks on the kitchen to ensure standards are met consistently. (see Food Standards Agency guidelines)

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 a cool place; un-refrigerated food is served to children within 4 hours of preparation at home.

Food preparation areas are cleaned before use as well as after use.

There are separate facilities for hand-washing and for washing up in the kitchen.

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.

Moreover, activities are risk assessed and adults include a member of staff with an in-date Food Hygiene Certificate.

**This setting regards snack and meal times as an important part of the school's day. Eating represents a social time for children and adults and helps children to learn about healthy eating. Meal times also offer opportunities for language development and for social development. At snack and meal 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 the school, we find out from parents their children's dietary needs and preferences, including any allergies.
- We record information about each child's dietary needs in her/his registration record.
- We regularly consult with parents to ensure that our records of their children's dietary needs - including any allergies - are up-to-date.
- 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 plan menus in advance.
- We display the menus of meals for the information of parents.
- We provide nutritious food for all meals, avoiding large quantities of saturated fat, sugar and salt and artificial additives, preservatives and colourings.
- 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.

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. Parents are informed that we have a nut free policy in school.

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 into account this information in the provision of food and drinks.

We provide a vegetarian alternative on days when Halal or Kosher meat is unavailable.

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We require staff to show sensitivity in providing for children's diets and allergies. Staff never 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 organise meal and snack times so that they are social occasions in which children and staff participate.

We use meal and 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 into account 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 day.

In accordance with parents' wishes, we offer children arriving early in the morning - and/or staying late - an appropriate meal or snack.

We inform parents who provide food for their children about the storage facilities available in the setting.

We give parents who provide food for their children information about suitable containers for food.

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.

We inform parents if their child has not eaten well each day.

*This policy was written with reference to Regulation (EC) 853/2004 of the European Parliament and of the Council on the hygiene of foodstuffs and Safer Food, Better Business*

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

## **Procedure for reporting of food poisoning**

Food poisoning can occur for a number of reasons; not all cases of sickness or diarrhoea are 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 school, the Head Teacher will contact the Environmental Health Department and the Health Protection Agency, to report the outbreak and will comply with any investigation.

If the food poisoning is identified as a notifiable disease under the Public Health (Infectious Diseases) Regulations 1988 the setting will report the matter to the LA and to Ofsted.

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