



## **The Butterfly Rooms (Incorporating Woodlands) LTD**

Tank Hill Road | Purfleet | Essex | RM19 1TA

Registered Charity Number: 1148068 | Ofsted Number: 453859 | Company Number: 7984150 | *Limited by Guarantee*

Telephone Number: 01708 863 737

### **Food Hygiene Policy (2025 Update)**

#### **Policy Statement**

This policy is written in accordance with the Early Years Foundation Stage (EYFS) statutory framework (2025), the Childcare Act 2006, and the Food Standards Agency (FSA) regulations. We are committed to providing food that supports children's health, development, and well-being, following the EYFS 2025 Nutrition Guidance. We provide and/or serve food for children on the following basis:

- Breakfast
- Snacks
- Hot Meals – supplied at teatime

We maintain the highest possible food hygiene standards regarding the purchase, storage, preparation, and serving of food. We are registered as a food provider with the local authority Environmental Health Department and comply with the latest Food Standards Agency (FSA) regulations.

#### **Procedures**

- Our staff responsible for food preparation understand the principles of Hazard Analysis and Critical Control Point (HACCP) and Food Safety Management Systems (FSMS), ensuring compliance with updated risk assessment protocols.
- All staff involved in food preparation and handling receive regular training in food hygiene, including allergen management and cross-contamination prevention.
- The designated food preparation lead conducts daily opening and closing checks on the kitchen to ensure consistent hygiene standards.
- We source food from certified and reliable suppliers, ensuring compliance with traceability requirements.
- Meals, snacks, and drinks provided are healthy, balanced, and nutritious, in line with the EYFS 2025 Nutrition Guidance.
- Weekly menus are planned and shared with parents, accommodating cultural, religious, and dietary needs.
- Food is stored at correct temperatures and monitored using digital temperature tracking systems to prevent contamination.
- Food preparation areas are cleaned before and after use, following updated sanitization protocols.
- Separate facilities are maintained for handwashing and washing-up, with touch-free dispensers for soap and sanitizers.
- All surfaces are non-porous, easy to clean, and compliant with updated hygiene standards.
- Utensils, crockery, and kitchen equipment are sanitized and stored appropriately.
- Waste food is disposed of daily, following sustainable waste management practices.
- Cleaning materials and other hazardous substances are stored securely and out of children's reach.

- Children do not have access to the kitchen.
- A staff member with valid paediatric first aid certification is present whenever children are eating.

### **Cooking Activities with Children**

- Children are supervised at all times.
- They understand the importance of handwashing and hygiene rules.
- They are kept away from hot surfaces, boiling water, and sharp objects.
- They do not have access to electrical equipment such as blenders, food processors, or ovens.
- High-risk foods such as raw eggs, whole nuts, and unpasteurised cheese are avoided during food activities.

### **Allergy Protocol**

All staff are aware of children's individual dietary needs and allergies. Allergen information is clearly displayed and communicated. Cross-contamination is actively prevented through strict hygiene practices and staff training.

### **Reporting of Food Poisoning**

Food poisoning can occur for various reasons; not all cases of sickness or diarrhoea are due to food contamination.

- If children or adults are diagnosed with food poisoning by a GP or hospital doctor, and the source is suspected to be within our setting, the manager will immediately report the outbreak to the Environmental Health Department and comply with any investigation.
- We notify Ofsted as soon as reasonably practicable of any confirmed cases of food poisoning affecting two or more children, and always within 14 days of the incident.

This policy was adopted by

The Butterfly Rooms Ltd

On

7<sup>th</sup> July 2025

Date to be reviewed

7<sup>th</sup> July 2026

Signed on behalf of the Management committee



Name of signatory

Miss Aimee Thompson