

Food Safety Policy

Aim of the policy

To establish the protocols in place to ensure that the food provided to children is safe.

Points to consider

The EYFS framework requires providers to take all necessary steps to keep children safe and well. Staff and those who are responsible for preparing and handling food must be confident.

We aim to achieve this by:

- Birthday cakes are not to be given during the day. A piece will be wrapped up and sent home, allowing the parents/carers to decide if they would like to give it to their child. Cakes must be shop bought with a list of ingredients on the packaging and not containing nuts.
- Children are not allowed to bring into the setting any food or snacks from home.
- Children who are weaning will only be given foods that they have tried at home in order to cater to their individual needs.
- Agency/temporary cover staff are not allowed to serve food or snacks.
- Under no circumstances are microwaves to be used to reheat children's food or bottles.
- Staffing arrangements must meet the needs of all children and ensure their safety. Children must be adequately supervised, including while they eat.
- Raisins are not to be offered as a snack to children under 12 months due to choking risks.
- Honey is not to be given to children under the age of one year due to the fact that it can occasionally contain bacteria that can make them ill.
- Jelly is banned within the setting.

We make use of the 'Safer Foods, Better Business' pack and guidance published by the Food Standards Agency.

We also:

- Always wash hands with antibacterial soap and hot water before and after handling food, using the toilet or changing nappies
- Use clean, disposable cloths
- Ensure the use of the correct colour-coded chopping boards (red: raw meat, blue: raw fish, yellow: cooked meat, green: washed salad, vegetables and fruit, brown: unwashed root vegetables, white: bakery and dairy, purple: free-from products)
- Wear correct sterile clothing, including hair net, apron and closed-toe shoes
- Ensure that staff who are handling food hold a current food hygiene certificate
- Ensure all fruit and vegetables are washed before being served
- Cover any cuts, spots or sores on the hands and arms completely with a blue plaster
- Keep fingernails short and clean and ensure food handlers do not wear nail varnish, as this may contaminate food

Temperature control

We ensure that all foods are stored according to safe food handling procedures and at the correct temperature in order to prevent the growth and multiplication of food poisoning organisms, to reduce the rate of food spoilage and to ensure that food quality is maintained.

Fridge and freezer temperatures are checked in the morning and afternoon and recorded on a daily basis to ensure that the correct temperature is being maintained.

Cleaning of food preparation areas

Every week the fridge is thoroughly cleaned and all items in it are checked for freshness. All foods past their use-by or best before date are correctly disposed of.

- Shelves and drawers are removed and cleaned with warm, soapy water.
- The inside walls are cleaned from top to bottom with antibacterial cleaner.
- The seals around the fridge are cleaned to ensure there are no spillages or stains.
- Freezers are defrosted and cleaned once a month.
- All food preparation surfaces are wiped clean after use with antibacterial cleaner and disposable cloths.

- All chopping boards are cleaned after use with warm, soapy water and antibacterial cleaner and are then thoroughly rinsed.

- The senior member of staff will ensure that appropriate controls are in place to prevent cross-contamination and that these controls are documented accordingly.

During meal and snack times, we always encourage children to gain an understanding of how food and water is an essential part of growing big and strong. Our aim is to meet the dietary and cultural requirements to promote children's health, growth and development.

All children will have a placemat for all meal and snack times following the traffic light coding:

- Red placemat: Allergy/intolerance
- Yellow placemat: Cultural/religious reasons and preferences
- Green placemat: No allergies/dietary requirements

Children's medical and personal dietary requirements are always known and respected. Parents/carers are required to provide details when their child is enrolled into the setting. If a child has an allergy, a healthcare plan must be completed and signed off by all staff.

A multicultural diet is always offered to ensure that children from all backgrounds encounter familiar tastes and so that children have the opportunity to try new foods. Dietary rules of religious groups, vegetarians/vegans are known and catered for in an appropriate way, making sure that they are always respected and valued within the setting.

Allergies

The setting caters for children's specific dietary needs, which may include allergies, food intolerances or religious, cultural or ethical reasons. Staff are made aware of children's requirements through individual healthcare plans and other information provided by the parents/carers.

To help manage the risks associated with food allergies or intolerances, the setting has in place:

- A registration form for parents/carers to stipulate any allergies or dietary requirements
- A food allergen risk assessment
- Excellent food hygiene practices
- Written procedures for children with food-related conditions, which are visually displayed clearly within each room
- A rule stating that the agency may not serve any food or snacks

- Placemats with the child's name and allergy/dietary requirements following the traffic light coding

Always check:

- Should their meals be blended?
- When should lumps be introduced, and how big should they be?
- Has the parent introduced significant changes, such as lumps, at home first, and how did the child respond to the change?

Things to remember when feeding a baby:

- Babies should always sit up while eating and be supervised.
- Do not hurry the child when eating – allow plenty of time for meals.
- Only put a small amount of food onto the spoon at one time.
- Avoid round, firm foods and large chunks.
- Avoid stringy foods like string beans and celery.
- Avoid commercial white bread products.
- When a baby is having a snack and feeding themselves, ensure they only have a few pieces at a time.
- Cut meat across the grain and into tiny, fingertip-sized pieces.

All children should have access to fresh water during mealtimes.

General food practices

- Staff handling food must ensure that they follow the code of personal hygiene required, which includes washing hands, wearing blue aprons and gloves, and tying hair back.
- Spills and leakages will be cleaned up immediately and food picked up off the floor to avoid any hazards.
- Temperatures of the fridge/freezer will be checked every day and recorded.
- Temperatures of food will be checked.
- All food must be kept covered until it is served.

- A trolley (or similar) will be used for transporting the food between rooms and down the corridors.
- Tables and chairs must be thoroughly wiped with antibacterial spray.
- Floors must be brushed and mopped as soon as possible after meals.
- The sink, draining board and surfaces must be wiped.
- A bin bag must be used in the bin.
- The bin must be emptied regularly and at the end of each day.
- The kitchen must always meet environmental health standards and requirements.
- The kitchen door is to be kept shut.

Method of preparation

Cylindrical foods should always be cut lengthways first and then sliced, creating semi-circular pieces.

Spherical foods should be sliced in half, then sliced again into quarters/segments.

Allergy Policy

Aim of Policy

To understand how we support children who have individual allergies and the roles and responsibilities

all staff members have.

Points to consider

All staff must have had allergy awareness training along with their Food & Hygiene Level 2 training. Under no circumstances must agencies serve food/snacks. Children must not be excluded or isolated due to their allergies.

- All children must have an A4 red placemat if they have an allergy. This must be clearly labelled with their photo and allergy, which must be re-done when it is looking worn.
- The placemat must be used for snack times and mealtimes.

- All rooms and the kitchen must have a designated area/board where children's allergies are displayed along with their individual healthcare plans and allergy care plans.
- All allergen meals, snacks and drinks will be served in red plates/bowls/cups.
- The packaging on any food taken to the room must be double checked for their ingredients before giving them to a child with allergies.
- The allergy checklist must be signed off by the cook and then the person that is giving the food to the child. This form MUST be completed and signed off before the child starts eating.
- Allergy food must be individually wrapped and clearly labelled.
- Children with allergies will still be encouraged to self-serve, but this will be from a red bowl/plate.
- Care plans are to be kept up to date, and it is the key person's responsibility to ensure that the correct information is passed onto the child's next keyworker through the transition form.
- A staff member is to sit with the child/children who have allergies.
- Children with allergies should never sit on their own or be excluded. They should also be given the opportunity to choose where they would like to sit.
- Parents/carers will update the setting directly in writing, whether there have been changes or things have stayed the same, every three months.
- Staff, including the chef, will have completed allergy awareness training.
- When a child is registered to the setting, their allergy information will be updated and shared across the team.
- Food is not to be stored within the rooms unless it is being used for rolling snacks.
- Agency staff are not to serve/handle any food but can support with mealtimes for those children who cannot feed themselves independently.

All other staff responsibilities:

- All other staff in the room are NOT to sign for children's food in the kitchen.
- All other staff in the room are NOT to handle food for children with allergies/preferences.
- All other staff in the room are NOT to serve food to children with allergies/preferences.