

09 Early years practice procedures

09.7 Lunch and Snack time

- Whilst eating, children are always within sight and hearing of a member of staff. We have staff sitting down to ensure that all children are kept safe and aware of choking.
- There is at least one Paediatric First Aider present at meal and snack times. All staff in the session are trained and attend first aid training which is updated .
- Staff who are eating with the children must role-model hygiene, healthy eating and best practice at all times, for example not drinking cans of fizzy drinks in front of the children.
- Staff arrange the table before children in our care sit down; there should be no waiting time.
- Hands are wiped/washed clean before their meal.
- Healthy snacks are offered at snacktime along with water or milk. Fruit or raw vegetables, such as carrot or tomato, are offered in batons, which children should be encouraged to help in preparing. Bananas and other foods are not cut as rounds but are sliced to minimise a choking hazard.
- Portion sizes are gauged as appropriate to the age of the child
- Children are encouraged to empty their plate after they are finished and offered a wipe to wipe their mouth and hands .
- When the children are finished an adult will clean all the tables with appropriate cleaner and sweep the floor- put plates and any cups in the dishwasher.
- Lunch time – parents provide a packed lunch for their child. We give guidance for healthy eating and the importance of this. The staff encourage the child to eat their savoury food first then fruit or yoghurt,
- We do take out of the lunch bags unhealthy food and return to the parents
- To protect children with food allergies or specific dietary requirements, children are discouraged from sharing and swapping their food with one another.
- Allergy mats are provided for children who have allergies and a staff member will sit to ensure the child only eats what they can eat.
- When the children are finished they are given a baby wipe to wipe their mouths and hands and encouraged to put their lunch bag in the tubs.
- The staff sweep the floor and use cleaner to wash the tables once lunch club is finished
- Information for parents is displayed, including: the allergens from snack time.

Signed Fern Manly June 2026
Review annually

