



Registered Charity No: 1038425
Village Hall, Newport Road, Hanslope, MK19 7NZ
www.hanslopepreschool.org

Food, Drink and Food Hygiene Policy

Date reviewed: 31.08.2023

Policy statement

We regard snack time as an important part of the Pre-school 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 about their children's dietary needs and preferences, including any allergies (see the Health, Safety and Hygiene Policy).
- We record information about each child's dietary needs in his/her Day Care Records and on the online learning journey Tapestry. 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 updated 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.
- All staff responsible for preparing food have undertaken the Food Allergy Online Training CPD module available at <http://allergytraining.food.gov.uk/>.
- We take care not to provide food containing nuts or nut products and are especially vigilant when 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 a table with the children's labelled water bottles available throughout the session. If they do not have a bottle, we have fresh drinking water available for the children. We inform the children about how to obtain the water and that they can drink water at any time during the session.
- 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.

Food for play and cooking activities

Some parents and staff may have strong views about food being used for play. It is important to be sensitive to these issues. For example, children who are Muslim, Jewish, Rastafarian, or who are vegetarian, should not be given any food to play with that contains animal products (Gelatine). Parents' views should be sought on this. In some cases, it is not appropriate to use food for play at all, particularly in times of austerity.

- Food for play may include dough, corn flour, pasta, rice, and food colourings/flavourings.
- Jelly (including jelly cubes) is not used for play.
- Food for play is risk assessed against the 14 allergens referred and is included in the written risk assessment undertaken for children with specific allergies.
- Staff are constantly alert to the potential hazards of food play, in particular choking hazards and signs of previously undetected allergies.
- Pulses are not recommended as they can be poisonous when raw or may choke.
- The use of raw vegetables for printing is discouraged.
- Dried food that is used for play should be kept away from food used for cooking.
- Foods that are cooked and used for play, such as dough, have a limited shelf life.
- Cornflour is always mixed with water before being given for play.
- Cornflower and cooked pasta are discarded after an activity; high risk of bacteria forming.
- Utensils used for play food are washed thoroughly after use.

Children's cooking activities

- Before undertaking any cooking activity with children, members of staff should check for allergies and intolerances by checking the allergy folder, or kitchen folder.
- Children are taught basic hygiene skills such as the need to wash hands thoroughly before handling food, and again after going to the toilet, blowing their nose, or coughing.
- The area to be used for cooking is cleaned.
- Utensils provided are for children to use only when cooking, including chopping/rolling boards, bowls, wooden spoons, and jugs, and are stored in the kitchen.
- Members of staff encourage children to handle food in a hygienic manner.
- Food ready for cooking or cooling is not left uncovered.
- Cooked food to go home is put in a paper food bag and refrigerated until home time.
- Food play activities are suspended during outbreaks of illness.

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 the 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 request parents provide children with water.
- We discourage packed lunch contents that consist largely of crisps, processed foods, high sugar contents drinks, and high sugar contents 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, blueberries, and cherries (stones to be removed) to be cut into 4, 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, and biscuits to ensure that all items are nut free.
- We ensure staff sits with children to eat their lunch so that mealtimes are a social occasion.

- Where a child has a severe allergy a member of staff will be sat with them and wear a red apron. The child will be given a red plate to eat from to identify them as at risk of an allergic reaction.

Food Hygiene

Policy Statement

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 level 2.
- 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 fridge.
- Food preparation areas are cleaned and sanitised 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 bowls, 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
 - 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 because 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

[Eat Better, Start Better \(Action for Children 207\) www.foundationyears.org.uk/eat-better-start-better/](http://www.foundationyears.org.uk/eat-better-start-better/)

[Example Menus for Early Years Settings in England \(PHE 2017\)](#)

www.gov.uk/government/publications/example-menus-for-early-years-settings-in-england

[Safe Food Better Business www.food.gov.uk/business-guidance/safer-food-better-business-sfbb](http://www.food.gov.uk/business-guidance/safer-food-better-business-sfbb)

[Allergen information for loose foods \(Food Standards Agency 2017\)](#)

www.food.gov.uk/sites/default/files/media/document/loosefoodsleaflet.pdf

Campylobacter (Food Standards Agency) www.food.gov.uk/news-updates/campaigns/campylobacter/fsw-2014

This policy was reviewed by Hanslope Pre-school on 31st August 2023

Date to be reviewed 31st August 2024

Signed on behalf of Hanslope Pre-school

B Mudaliar

By **Brittany Mudaliar** Chairperson on 31st August 2023



Lunch Club Information

Updated: September 2023

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.

What is Lunch Club?

Lunch club is an extra session that runs immediately after the morning Pre-school session for one hour. You need to provide a 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. Where possible we request that the children's lunch box is made from hard plastic that we can wipe clean easily. **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:

- 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 noon all the children staying for lunch club will be separated from those that are going home. After going to the bathroom and washing their hands. They will then sit down together with a member of staff to eat their lunch so that 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 opportunities for play or stories before home time.

Please provide a healthy lunch in a **named plastic container** 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, cucumber, or cherry tomatoes
- Water (clearly named)

Please take the time to look at the following website for a fantastic guide to portion sizes for 1–4-year-olds:

www.infantandtoddlerforum.org/portion-sizes-table-2015

Please **DO NOT** put any of the following items in your child's lunch box:

- **Nuts or nut products including peanut butter or any kind of chocolate spread**
- **Sweets or chocolate**
- **Fruit juice or diluted squash**
- **Yoghurt drinks or milkshakes**
- **Fizzy drinks**
- **Glass bottles**

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

CHOKING HAZARDS: Please do consider that items such as whole grapes, blueberries, tomatoes etc could be a choking hazard, we would request that items such as this would need to be cut in **quarters**.

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

Contact phone number:

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