

Food Safety Policy

General

- Freshly cooked meals will be provided on a seasonal rotational basis with a 3- week menu cycle.
- Meals will be cooked in accordance with environmental health guidelines.
- Menus will be displayed by the notice board in reception.
- Fresh water will be available throughout the day in the children's room.
- Cultural, special, and vegetarian diets will be catered for.
- A selection of cereal and toast will be provided for those children requiring breakfast.
- A healthy mid-morning snack will be provided.
- A two-course cooked meal will be served each lunchtime.
- Afternoon tea will be a light meal.
- Good table manners will be encouraged.
- Children are encouraged to say 'please' and 'thank you'.
- Cultural differences in eating habits are respected.
- Children must not go into the kitchen with staff members unless the children are having a demonstration, in which case the kitchen will be cleared of any visible hazards.

We must notify Ofsted of any food poisoning affecting two or more children looked after on the premises. Notification must be made as soon as possible but in any event within 14 days of the incident occurring.

All staff cooking and preparing the food must have an up-to-date Basic Food Hygiene certificate along with food Allergen training. They must also be aware and have signed the allergy procedure.

In case of an emergency the appropriate firefighting equipment must be situated in the kitchen and clearly labelled. In addition, a complete first aid kit must be present.

Cooking

We will ensure that all foods are cooked thoroughly with particular attention to foods in the high-risk food category.

- A probe thermometer is used to test the centre of all food to ensure the correct temperature has been reached. When reheating foods the centre should reach at least 75°C, remembering food must only be reheated once after it has cooled down. Food reheated twice is a health hazard. Before and after using the probe, you must instantly clean it using the antibacterial probing wipes.

Storage

- Refrigerators should have reliable thermometers and be checked daily by the chef to ensure that a temperature of 5°C is not exceeded.
- Ladybirds and Butterflies are responsible for checking and recording their own fridge temperatures.
- Cleaning chemicals are correctly labelled and kept away from food products, in a safe cupboard with a lock on.

Preparation

During preparation the main aim is to protect food from any source of contamination.

- All work surfaces used for food preparation should be thoroughly clean and easily cleansable.
- Always thoroughly clean and sanitise surfaces between use of raw foods and foods needing no further preparation or cooking. The use of separate-coloured coded boards for meat, bread, fish, dairy, and vegetables are an enforced procedure within the nursery kitchen. These colour codes are clearly labelled in the kitchen as a reminder.
- Attention must be given to the preparation of foods for those children with allergies and special dietary requirements.
- Tap handles are an example of a place where cross contamination can occur, sanitise and rinse them between the uses of high-risk foods.
- All food equipment must be cleaned before use and must only be used for food and stored away from non-food items.

Cleaning

There is a cleaning procedure in the main kitchen which explains when and how to clean equipment etc.

Staff

- Any staff member suffering from any form of food poisoning symptoms or ear, nose or throat infection should not handle foods until he/she has recovered.
- There are separate hand basins in the kitchen for hand washing and food preparation. Both have hot and cold-water taps. Soap dispensers are provided and disposable paper towels, washing facilities are in the kitchen for maximum hygiene.
- Before preparing any food staff must always wash their hands thoroughly using soap and then dry them using a paper towel.
- Any cuts or sores to hands should be properly covered with a blue waterproof plaster. If it is not possible to cover the wound the staff member should not handle food.

Appearance of staff involved in food preparation

- Nails should be short and clean, with no nail varnish on them.
- Long hair should be tied back; jewellery should not be worn.
- Staff must wear an apron and hat provided by the company, ensuring they are clean before being used. Where gloves are used for handling food these should be food-specific and disposable.

Staff preparing food outside the kitchen

- An anti-bacterial spray must be used on all surfaces to ensure the safe preparation and serving of food.
- A tabletop/cover will be placed on all surfaces used for the consumption of and preparation of food, where this is not possible the table will have been anti bac cleaned before and after being used.
- Children will be encouraged and supported in washing their hands before eating or taking part in any activities involving the preparation of food.
- Staff must wear disposable gloves and aprons specifically designed for food handling.

No food is given to a child unless there is a member of management on site.

- Breakfast will be completed in the room. A member of management must Witness and sign the child's allergy sheet. A senior member of staff must completed the sheet and must then be the staff member to prepare the food and sit with the child.

Healthy Eating

It is our aim to encourage and develop children's knowledge and skills in order that they can make informed choices about food and drink.

- Our free flow snack bar gives autonomy to the children in catering for their own needs.
- Children will be offered a range of fruit. A choice between milk and water will also be offered.

Due to health and safety reasons children should not arrive eating and are not allowed to eat anything at any time other than snack or mealtimes. Occasionally children may sample food as part of experiencing new tastes, baking, and cultural activities.

It is our Nursery Policy to provide food for all children whilst at the Nursery. This is so that we can ensure we cater for all allergies within the setting. We ask that parents **do not bring** any foods from home into the Nursery. We need to ensure that foods do not contain any nuts, and that children with allergies do not come into contact with any foods they may have a reaction towards.

Reviewed by Amelia Pullen & Clare Hayes

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