Safeguarding and Welfare Requirement: Child Protection
Providers must have and implement a policy, and procedures, to safeguard children.
Premises, Environment and Equipment - Outdoor and indoor spaces, furniture and toys must be safe and suitable for their purpose.

2.5 FOOD and DRINK including FOOD HYGIENE

Policy Statement

We believe that snack and meal times are an important part of the Playgroup day. Eating represents a social time for children and adults and helps children to learn about healthy eating.

- At snack and meal times, we aim to provide nutritious food, which meets the children's individual dietary needs.
- We are registered as a food provider with the local authority Environmental Health Department.

Procedures

We follow these procedures to promote healthy eating in our setting:

- Before a child starts Feltwell Playgroup, we ask parents to fill in some starter forms. These forms gather information about their child and gives the opportunity for parents to tell us about any dietary needs, preferences and/or allergies that their child might have. (See the Illnesses and Allergies policy.)
- We regularly consult with parents to ensure that our records of their children's dietary needs - including any allergies - are up-to-date. Parents sign any up-dated record to signify that it is correct.
- We display current information about individual children's dietary needs so that all staff and volunteers are fully informed about them.
- 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.
- We display pictures of a variety of snacks that we provide.
- The majority of food that we provide for snacks is nutritious and we aim to avoid large quantities of saturated fat, sugar and salt and artificial additives, preservatives and colourings.
- We try to include foods from the diet of each of the children's cultural backgrounds, providing children with familiar foods and introducing them to new ones.
- We take care not to provide food containing nuts or nut products and are especially vigilant where we have a child who has a known allergy to nuts. We also ensure that parents are aware that no foods containing nuts should be sent into Playgroup or included in a child's lunch.
- If parents wish to bring in items of food for the children and staff to share (i.e., to celebrate a child's birthday), they are made aware that only unopened, shop bought items, that are in the original packaging are allowed. This ensures allergies are addressed and health and hygiene are maintained.
- Through discussion with parents and research by the manager or chairperson, we obtain information about the dietary rules of any religious groups that our children and their parents belong and of vegetarians and vegans and 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 her/his diet or allergy.
- We organise snack times so that they are social occasions in which children and staff participate.
- We use meal and snack times to help children to develop independence through making choices, serving food and drink and feeding themselves.
- We have fresh drinking water constantly available for the children. We inform the children about how to obtain the water and that they can ask for water at any time during the day.
- We inform parents who provide food for their children about the storage facilities available in the setting.
- In order to protect children with food allergies, we discourage children from sharing and swapping their food with one another.
- We provide whole pasteurised milk as a drink option at snack times.
- Staff sit with children at lunch so that the mealtime is a social occasion.

We follow these procedures to ensure that we maintain the highest possible food hygiene standards with regard to the purchase, storage, preparation and serving of food:

- At least one person has an in-date Food Hygiene Certificate.
- We use reliable suppliers for the food we purchase.
- The manager carries out daily opening and closing checks on the kitchen to ensure standards are met consistently.
- Food is stored at correct temperatures (8° centigrade, or below 5° if refrigerated) and is checked to ensure it is in-date and not subject to contamination by pests, rodents or mould.
- Packed lunches are stored on a trolley in the back storage area where it is cooler; un-refrigerated food is served to children within 3 hours of them arriving.
- Food preparation areas are cleaned before use as well as after use.
- Hot drinks are only consumed in the kitchen area by staff/visitors when pre-school is in session;
- There are separate facilities for hand-washing and for washing up.
- All surfaces are clean and non-porous.
- All utensils, crockery etc. are clean 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 supervised at all times;
  - understand the importance of hand washing and simple hygiene rules;
  - are kept away from hot surfaces and hot water; and
  - do not have unsupervised access to electrical equipment such as blenders etc.

Packed lunches

We do not provide cooked meals and children are required to bring packed lunches if staying over the lunch period (11.30am till 12.30pm). Therefore:

- We store lunches on a on a trolley in the back storage area where it is cooler, away from any heat source until required.
- Due to the lack of refrigerated space, we recommend that food items, which do not keep well out of a refrigerator, do not get included.
- We provide parents with information about healthy lunchboxes encouraging them to provide sandwiches with healthy fillings, fruit and milk-based desserts such as yoghurt or crème fraîche and we also make parents aware of our healthy eating policy including vegan, vegetarian and gluten free diets.
- We discourage packed lunch contents that consist largely of crisps, processed foods, sweet drinks and sweet products such as cakes or biscuits.

Reporting of food poisoning

- Food poisoning can occur for a number of reasons; not all cases of sickness or diarrhoea are as a result of food poisoning and not all cases of sickness or 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 the setting, the chairperson will contact the Environmental Health Department and the Health Protection Agency to report the outbreak and will comply with any investigation.
- If the food poisoning is identified as a notifiable disease under the Public Health (Infectious Diseases) Regulations 1988 the setting will report the matter to Ofsted.

Legal Framework

- Regulation (EC) 852/2004 of the European Parliament and of the Council on the hygiene of foodstuffs

This policy was adopted by	Feltwell Playgroup
On	24.01.2023
Date to be reviewed	(on or before) 24.01.2024
Signed on behalf of the provider	J.I.
Name of signatory	Jonathan Irving
Role of signatory (e.g. chair, director or owner)	Committee Chairperson