

SSFU Food, Food Hygiene and Handling Policy 2018

SNACK TIME

At Stepping Stones, we aim to provide children with healthy, balanced and nutritious snacks and drinks. We try to make sure there is an element of choice (eg children can choose milk or water to drink). An up to date list of the typical snacks served at Stepping Stones is on display in the SSFU Foyer. Some examples of the sort of food on offer are:

- Wholemeal pitta bread, plain biscuits
- Apples, grapes, bananas, satsumas
- Cucumber, tomatoes, carrots
- Cheese cubes
- Cakes as an occasional treat or when celebrating a child's birthday at Stepping Stones

FOOD STORAGE

All perishable items are stored in a fridge that is checked daily. The use by date on food is checked carefully before any food is served in the setting. Non-perishable items for snack are stored in suitable containers or the original packaging in the kitchen cupboards or snack drawers.

FOOD PREPARATION

- Staff preparing food follow current food hygiene guidelines.
- Staff must wash hands thoroughly before preparing food, using the main sink in the classroom.
- Staff must cover any cuts with a plaster.
- Staff should clean the designated work surface before and after food preparation.
- Staff should wear the apron provided when preparing snacks or handling food, and this should be wiped clean following afternoon snack using an anti-bacterial spray.
- Care must be taken when using knives and these should be kept out of the reach of children.
- Separate chopping boards are to be used - cheese (blue), fruit (green) and cake/bread (yellow). A sign with this code is displayed on wall next to sink.
- If children assist in preparing snack or food a staff member will supervise them to make sure that they follow similar guidelines to ensure safe and hygienic food preparation.
- Tables used by the children for snack-time are cleaned before and after snack and floors are swept or wiped clean of spilt food or drinks.
- All dirty dishes, plates, cutlery and cups are washed in hot water and washing up liquid and left to drain where possible.
- Cloths (3 types) and tea towels are replaced daily (see daily checks list).
- Separate cloths are used for dishes, tables/surfaces and cleaning up after messy play. These are identifiable using a colour code system (see chart by the sink).
- The food/snack preparation area is separate from the area used for art and craft preparation. These areas are labelled accordingly.
- Different washing up bowls and draining racks are used for washing dishes and cleaning up paints and messy play resources.

Parents are encouraged to provide their child with a healthy packed lunch and advice on lunch box contents is given in the Parent Information Pack and through a separate leaflet. School meals are not prepared on site.

DRINKING WATER

Parents are requested to provide their child with a named water bottle to ensure they have constant access to drinking water. This should be taken home each day at the end of the session. Children are encouraged to drink regularly and the importance of drinking plenty is stressed during periods of hot weather.

FOOD POISONING

Every care will be taken to minimise the risk of food poisoning to children in the setting and to serve healthy food prepared following the hygiene guidelines outlined in this policy. If there are any cases of food poisoning resulting from food prepared and/or served in the setting affecting 2 or more children Ofsted must be informed within 14 days of the incident.

DIETARY REQUIREMENTS, FOOD PREFERENCES, ALLERGIES AND ALLERGENS

Parents must inform Stepping Stones if their child has any food allergies, specific dietary requirements or food preferences before they start at the setting and there is a section on the registration form for this information to be recorded. All staff are made aware of this information to ensure that children are not given food to which they may have an allergy. If children have specific food preferences, we will try to ensure children have a choice of food and drink to meet their preferences as far as is possible.

Parents are given the option to send in cakes or biscuits to celebrate their child's birthday at Stepping Stones. Staff will check the ingredients to make sure they meet the dietary requirements of children in the setting. Parents can request that their child/children do not consume food sent in by other parents on the home-school agreement form.

Parents are informed of any allergens in food regularly served by the setting for snacks and a list is available in the foyer area. A notice is also displayed in the foyer to inform parents/carers of allergens contained in any occasional food served in the setting, such as birthday cake.

RECYCLING AND COMPOSTING

Children are encouraged to place any non-edible compostable food waste, such as apple cores, banana skins and orange peel, in the compost bin and to check labels on their packaging waste to see whether it can be recycled or not. The bin should be lined with a compostable liner. Other edible food waste, such as left-over sandwiches, must not be placed in the general rubbish bin and children are encouraged to take any food they have not eaten home in their lunch boxes for their parents to check and dispose of.

Reviewed March 2018

Next review March 2019

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