



## 14 FOOD HANDLING & HYGIENE POLICY

Company Name: Tender Years Nursery Ltd  
Setting Name: Little Jems Childcare Services  
Policy Date: 1<sup>st</sup> Sept 2022 Next Review Date: 1<sup>st</sup> Sept 2023

### Aims

Meal times should be a happy, social occasion for staff and children alike.

### General Procedures

- 1 We provide meals and snacks which are healthy, balanced and nutritious.
- 2 Individual dietary requirements will be respected.
- 3 Fresh drinking water is available to the children at all times
- 4 If a child does not finish his first course he/she will still be given a small helping of dessert.
- 5 Staff will set a good example of good table manners.
- 6 Cultural differences in eating habits will be respected.
- 7 Children will be encouraged to say 'Please' and 'Thank you'.
- 8 Conversation will be encouraged, but not shouting.
- 9 Any child who shows signs of distress at being faced with a meal he/she does not like will have his food removed without any fuss.
- 10 Children not on special diets will be encouraged to eat a small piece of everything.
- 11 Children who refuse to eat at the mealtime will be offered food later in the day.
- 12 Children who are slow eaters will be given time and not rushed.
- 13 Quantities will take account of the ages of the children.



14 Menus are rotated regularly.

15 We are aware of our responsibilities under the food hygiene legislation.

### **Food Allergy**

Parents must complete a care plan for their child specifying an allergy to any particular food/s and the care plan will be put in place.

If severe allergens are included in a menu, this information will be passed to key workers and all staff supervising children at mealtimes.

Information about those children suffering allergic reactions will be displayed in each room of the nursery on the children's allergy list. **A risk assessment will be completed by the Key Person and manager to specify what all staff must do to prevent and manage any incident that can result in an allergic reaction**

We will ensure that staffs are aware of the nursery's policy of administering of medicines and First Aid.

All types of nuts are not permitted in the nursery to avoid an allergic reaction.

### **Food Hygiene**

In order to ensure high standards of food hygiene at Little Jems, the following essentials of food hygiene will be strictly adhered to by all staff involved in the handling and preparing of food:



Staff will keep themselves clean and will wear clean clothing

Staff will always wash their hands thoroughly: before handling food, after using the toilet, after handling raw foods or waste, after every break and after blowing their noses.

Staff will inform the Nursery Manager before commencing work, of any skin, nose, throat, stomach or bowel trouble or infected wound. It is against the law to withhold such information.

Cuts and sores will be covered with a waterproof, high visibility dressing.

Staff will avoid unnecessary handling of food.

Staff will never sneeze or cough over food.

Staff will not prepare food too far in advance of service.

Perishable foods will be kept refrigerated at 8°C or below.

The preparation of raw and cooked food will be kept strictly separate.

Staff will ensure that all equipment and surfaces are kept clean.

Staff will follow any food safety instructions on food packaging.

Staff regularly involved in the preparation of food for the children are asked to attend a Basic Food Hygiene training course.