

FOOD AND DRINK POLICY

Amendment History

Revision	Author	Description of change	Date updated
1	Karen Walls	Amendment history added	April 2005
2	KW	Review, no changes of substance, general changes to wording	May 2006
KASC policy	Carol Hooper	Adapted from adopted Kineton Playgroup policy	August 2007
3	CH/SM	Merge KASC and Playgroup policies; update footer	August 2007
4	CH/ SM/ AF	Amendment to wording	March 2009
5	CH/AF	Amendments- ref to rota parents and birthday sweets / cakes	March 2010
6	CH/AF	Reference to new trolley and handwashing	May 2011
7	CH/HS	Reference to cultural restrictions	October 2012
8	CH/KG	Reference to Food Agency Inspection and Award scheme.	November 2014
9	CH	Reference to Food Standards Agency and new legislation on allergies and allergens	January 2015
10	CH	Reviewed, no substantive changes	November 2016
11	CH & SF	Reviewed, no substantive changes	February 2018
12	CH & SF	Reviewed, no substantive changes	January 2020

FOOD AND DRINK POLICY

STATEMENT OF INTENT

Snack and meal times are an important part of sessions. Eating represents a social time for children and adults and helps children to learn about healthy eating.

Aim:

At snack and meal times, we aim to provide nutritious food, which meets the children's individual dietary needs.

Policy Approach:

- Before a child starts sessions, we find out their dietary needs from their parents, including any allergies or cultural requirements. Parents complete a background information form confirming such details are correct.
- We regularly consult with parents to ensure that our records of their children's dietary needs - including any allergies - are up-to-date. It is the responsibility of parents to keep Kineton Playgroup Ltd updated with any change in their child's situation.
- We record current information about individual children's dietary needs so that all staff and volunteers are fully informed about them; details are entered on the child's records and in the kitchen, and at other key points.
- We implement systems to ensure that children receive only food and drink which is consistent with their dietary needs and their parents' wishes.
- We offer a selection of healthy snacks and ethnic/cultural foods. We also provide a choice of fruit and prepared fresh vegetables at snack times. A fruit basket is available for KASC children during session times.
- We include elements of protein and essential minerals and vitamins in snacks and cooking activities.
- 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.
- 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 those 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. Members of staff do not use a child's diet or allergy as a label for the child or make a child feel unhappy or awkward because of her/his diet or allergy.
- We remind parents about allergies and healthy eating in newsletters.

- We follow the Food Standard Agency's rules and advice on allergies and allergens in food; appropriate notices are located around the setting.
- When children start playgroup sessions, parents receive a letter advising them of allergy information, confirming healthy eating 'rules' and advising that a cool pack is used in all lunch boxes.
- 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 which are appropriate for their ages and stages of development and which take account of the eating practices in their cultures.
- We have fresh drinking water constantly available for the children; they can help themselves to water at any time during the session
- We have rules that children may not share or swap food with one another in order to protect children with food allergies and to encourage good hygiene practice.
- For children who drink milk, we provide semi-skimmed pasteurised milk (lacto-free, rice or soya milk will be provided on request).
- Parents who wish to, are welcome to provide sweets or cakes to mark their child's birthday. Sweets will be handed out when the children go home. Alternatives are kept for children with allergies or specific religious or cultural restrictions.
- Playgroup provides an enclosed trolley with freezer blocks to help keep children's lunchboxes cool.
- Children must wash their hands before snack and meal times.

Food storage and preparation

All food storage and food preparation is carried out in accordance with the procedures set out in the Food Standards Agency's publication 'Safer Food, Better Business'. The manager has attended the implementation course on this procedure and has carried out in-house training for other members of staff. Members of staff attend training and obtain appropriate qualifications and share good practice with other staff members. Guidance is given to rota parents and other volunteers who assist in the kitchen.

We have been awarded a five-star food hygiene rating under the Food Standards Agency scheme, following inspection by Stratford District Council officers.