



The Burrow

Policies and Procedures



1.The child

The Burrow is committed to Safeguarding and Promoting the Welfare of Children and Young People and expects all staff, students and volunteers to do the same. Safeguarding children is everyone's responsibility.

1.12 Healthy Eating and Food Hygiene

Policy statement

The Burrow maintains the highest possible food hygiene standards with regard to the purchase, storage, preparation and serving of food.

We provide mid-session snacks for children and serve packed lunches brought from home.

We regard snack and lunch times as an important part of our day, providing children with many opportunities for learning in different ways, including life skills. Eating at The Burrow presents a social time in which adults and children participate, helping children to learn about healthy eating, as well as experience a range of nutritious food, which meets the children's individual dietary needs.

Procedures

Healthy Eating

- As part of our registration process, prior to the children attending The Burrow, parents inform us of any dietary needs and preferences, including allergies, filling in details on our **Final Registration Form via Google Forms (App 1.3a)** which are kept with the child's personal details once signed
- We consult with parents to ensure that our records of their children's dietary needs – including any allergies - are up to date
- This information is recorded on a list of dietary requirements **Personal Information List (App 1.13a)**, allergies and medical conditions and displayed in relevant areas, i.e. Kitchen, Studio and Cabin so that all our staff and volunteers are fully informed and mindful of individual children's dietary requirements
- We ensure we are always aware of current allergies amongst children attending, and may choose not to serve food containing specific allergens if necessary eg nuts
- In order to further protect children with food allergies, we discourage children from sharing and swapping their food with one another.
- We show sensitivity in providing for children's specific dietary requirements and allergies. We do not use these as a 'label' for the child or make them feel singled out because of their diet or allergy
- We ensure that children receive only food and drink that is consistent with their dietary needs, as well as their parents' wishes
- We aim to include foods from the diet of different cultural backgrounds as appropriate, providing children with familiar foods and introducing them to new ones
- We use snack and lunch times to help children develop independence through making choices, serving food and drink and feeding themselves using utensils appropriate for their ages and stages of development
- We have fresh drinking water available for the children at all times and inform them that they can ask for water at any time during the day
- We teach our children about healthy eating, the need to eat more healthy foods and limit less healthy foods, explaining that no food is 'forbidden' but some should be considered 'treats'
- We teach our children we need to make healthy choices when eating, but different times, places and occasions may have different options eg home, nursery, parties, Christmas, weekends etc

Snacks

- A simple snack is provided every day, and consists of fruit, 'dry' snack such as bread stick or rice cake, and a drink of milk or water. Children are taught how to sit at the table in a small group, serve food, pour drinks, eat and drink carefully, and use good manners eg please and thank you. Food items are discussed and healthy food choices are encouraged. All staff are familiar and trained in our **Snack Routine (App 1.13b)** and adhere to these procedures

Packed lunches

We are unable to provide cooked lunches and children are therefore required to bring packed lunches if staying for lunch. We:

- inform parents of our policy on healthy eating and the types of foods they may include in packed lunches
- explain to parents that we do not accept crisps, chocolate, cakes, sweets and biscuits. These items will be returned home with a note explaining that it is not in line with our Healthy Eating Policy.
- store packed lunch bags in a cool place
- provide water for the children with their lunch time
- ensure that an adult sits with children at all times when eating, and mealtime is a social occasion.

Food Hygiene

- Staff carry out e-learning training in food hygiene
- We carry out daily **Kitchen Opening and Closing Checks (App 2.1a)** to ensure standards are met
- Food is stored at correct temperatures and is checked to ensure it is in-date and not subject to contamination
- Food preparation areas are cleaned before and after use
- Separate cloths are used for different areas and purposes
- There are separate facilities for handwashing and for washing-up
- All utensils, crockery etc. are cleaned 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
 - do not have unsupervised access to electrical equipment, such as blenders etc.

Reporting of food poisoning

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 our setting, the manager will contact the Environmental Health Department to report the outbreak and will comply with any investigation
- We notify Ofsted as soon as reasonably practicable of any confirmed cases of food poisoning affecting two or more children looked after on the premises, and always within 14 days of the incident.

Signed: *L.B. Mee*

Name: Lynn Mee

On behalf of The Burrow Nursery