

POLICY GROUP 5 – Food & Nutrition

Food Handling Policy 5.1	2
Food & Nutrition Policy 5.2	3

Food Handling Policy 5.1

POLICY GROUP: FOOD & NUTRITION	FORMULATED: 2018 COMPILED BY: STAFF, PARENTS & MANAGEMENT
TITLE: FOOD HANDLING POLICY 5.1	REVIEWED: 2020 REVISED: 2020

All food which is handled (including preparation, consumption or storage) at the Service is to be handled using all care to ensure that the food is not contaminated, nor allowed to become contaminated, or unfit to be eaten.

RELEVANT LAWS & OTHER PROVISIONS

- *Education and Care Services National Law Act, 2010 and Regulations 2011*
- *Duty of Care*
- *Local Authority (eg Logan City Council) Food Handling By-laws*
- *Australian and New Zealand Food Standards – chapter 3 Food Safety Standards (Australia only)*
- *NQS Area: 2.1.1, 2.1.3, 2.1.4; 2.2.1; 2.3.2; 3.1.2; 3.3.1; 4.2.1; 6.1.1; 7.1.2; 7.3.5.*
- *Policies: General Health and Safety, Hygiene, Preventative Health and Wellbeing, Anaphylaxis Management, Cleaning and Sanitising, Employee Health, Enrolment.*

Procedures

- See also Policies regarding general hygiene policies and procedures, including relating to preparation and handling of food.
- The Coordinator will be responsible for ensuring that all food preparation and preparation areas comply with all laws and regulations, including Local Council by-laws (or equivalent) where applicable.
- All food preparation surfaces and utensils will be kept clean and will be thoroughly clean before use.
- Staff will wash their hands, and ensure that children wash their hands, thoroughly with soap and water before handling, preparing and eating of food.
- Perishable items will be covered and refrigerated. Non-refrigerated items will be stored in airtight containers. All containers will be labelled with use by date when placed in containers.
- Perishable food brought by staff and children from home will be refrigerated as soon as possible.
- Staff will not eat, or not permit any child to eat, food that has fallen on the ground, or been handled by another child.
- Children will not be in the food preparation area unsupervised.
- Food that is not fit to be eaten is to be immediately disposed of, in an appropriate manner, so that it will not be eaten.
- Fridges are to be cleaned on a weekly basis and temperatures checked
- Food preparation areas will not be utilised for seating
- Any open wounds or sores will be covered with waterproof dressings.
- Food utensils should be carried away from body
- Hands are to be wiped with paper towel not personal clothing
- Children will be encouraged to eat own food and not share with friends due to hygiene or allergy purposes.
- All utensils will be washed in warm soapy water then sanitised prior to using again. Dishwashing will be carried out as appropriate.
- All tea towels and tablecloths will be washed every second day to ensure clean linen is available.

Food & Nutrition Policy 5.2

POLICY GROUP: FOOD & NUTRITION	FORMULATED: 2018 COMPILED BY: STAFF, PARENTS & MANAGEMENT
TITLE: FOOD & NUTRITION POLICY 5.2	REVIEWED: 2020 REVISED: 2020

This Service encourages and promotes the health and wellbeing of children through a healthy nutritious diet and through providing positive learning experiences during meal/snack times where good nutritional foods and habits are developed in a happy, social environment. Parents are encouraged to participate in this approach to nutrition for their children.

RELEVANT LAWS & OTHER PROVISIONS

- *Education and Care Services National Law Act, 2010 and Regulations 2011*
- *Dietary Guidelines for Children and Adolescents in Australia (NHMRC 2003)*
 - 'My Time, Our Place' Framework for School Age Care
 -
- *NQS Area: 1.1.2, 1.1.3, 1.1.5, 1.1.6; 1.2.2; 2.1.1, 2.1.3, 2.1.4; 2.2.1; 2.3.1, 2.3.2; 4.2.1; 6.1; 6.2.1; 6.3.2; 7.1.2, 7.1.4; 7.2.1, 7.2.3; 7.3.1, 7.3.2, 7.3.5.*
- *Policies: Behaviour Support and Management, Educational Program Planning, Educators Practice, Hygiene, Food Handling and Storage, Enrolment, Communication with Families.*

Procedures

Development of Nutrition Policy

- A nutrition policy will be developed in consultation with families, staff and the Management Committee.
- The policy will be based on information from recognised health authorities. These may include any, or all the Commonwealth or State Government Health Department and non-government organisations with recognised expertise in nutrition (e.g. Nutrition Australia, Heart Foundation, Queensland Health) and Qld Oral Health Unit
- Parents are alerted to the Service's Nutrition Policy. They will be encouraged to provide food for their children which also meets these requirements, particularly during vacation care. When children are celebrating another child's birthday or an end of term party is being held, the Coordinator will use discretion to nominate foods that will be accepted for that day.

Serving of food

- Social interactions will be encouraged during meal/snack times. Staff members will spend this time interacting with the children and model good eating and social habits. Staff are permitted to eat with children during meal times to encourage healthy eating choices.
- Independence will be fostered by encouraging children to serve themselves, using appropriate utensils.
- If staff need to serve food to the children, tongs will be used.
- Staff will encourage children to be seated while eating and drinking.
- The Co-ordinator will ensure that the children have ready access to cool drinking water.
- Staff will encourage children to drink extra water during the summer months.

- Staff will remind parents to provide children with extra water to take with them on excursions.

Food Experiences

- Food is not to be used as a punishment or a reward.
- children will be encouraged to get practical experience in food preparation; the foods being served to children will be discussed with them.
- Parents are invited to contact the Coordinator at any time to discuss any comments or concerns or feedback in relation to the Nutrition Policy, and of their child's dietary requirements for health or other reasons.
- The Educators will seek to accommodate all such reasonable nutritional needs of a child by giving appropriate directions to food preparation staff in relation to that child.
- The Coordinator will if possible regularly review, and when necessary ensure that the Service obtains formal reviews of this Nutrition Policy from a recognised nutrition authority or a person duly qualified to advise in relation to it if possible to obtain.

NUTRITION POLICY

When the Service provides food, it will seek to provide food:

- Which is healthy, balanced and varied
- Which includes a good balance of fresh foods, as opposed to pre-packaged and prepared foods
- which as far as reasonable meets the dietary needs of children with special dietary needs of which the Service has been made aware.
- Which exposes children to cuisine from a variety of cultures.
- Breakfast and afternoon tea is provided and a menu for the week will be displayed. This menu will show what is being offered for breakfast and afternoon tea each day. In addition, the menu will list all spreads, fruits and vegetables that are used during the week.
- A list of children's special dietary requirements will be displayed and educators preparing meals will refer to this list daily.
- Parents/guardians will be advised when morning tea and lunch are to be brought from home (Vacation Care)
- The Coordinator/ Assistant Co-ordinator will discuss with parents any food allergies and restrictions (including cultural or religious) which are to be enforced at the Service. Details of these restrictions will be noted on the enrolment form and passed on to staff.
- Where children have special dietary needs which cannot reasonably be met by the Service, the Coordinator/ Assistant Co-ordinator will consult with parents and where necessary the meal will be supplied from home.
- The service will refer to the PANOSH guide in regards to nutritional information when menu planning.