



Seedlings Pre School
St Johns Memorial Hall

Mobile: 07525 731424

seedlings-preschool@outlook.com

Food, Drink, Toileting & Hygiene

Seedlings Pre School provides snacks and drinks during each session as well as holding a lunch club. These times provide valuable social time for the children and help build awareness of healthy eating and good hygiene. We encourage nutritious and balanced food to meet the children's dietary needs and encourage the parents to do the same when they are preparing their child's pack lunch.

Food health, safety and hygiene

- All food and drink provided by the pre school is stored appropriately and checked weekly by the health and safety officer to make sure it is still fresh and within its use by date.
- When staff take their break we ensure any hot drinks are kept within the kitchen or staff room area away from the children. If hot drinks are taken into the pre school setting they must always be in a closed cup and must have been left to cool down for at least five minutes to ensure that they are no longer at a temperature which could cause burning if they got spilt. They must always be stored in a locked cupboard or room if they are not being held.
- All food equipment, including tables and table cloths are properly cleaned before and after use.
- Children remain seated within the snack area when they are eating or drinking.
- We offer the following snacks: crackers, bread sticks, vegetables and fruit. We encourage parents to contribute one item per session towards the children's snack time. For breakfast we provide cereal and toast. Parents provide their child's pack lunch. For drinks we provide milk and water.
- If there is any child or adult within the setting who has an allergy to any foods then all parents and staff will be notified and requested not to bring those foods into the pre school setting. We will also put up a notice of this on our noticeboard. Parents notify us of any allergies in their child's admission form. If they discover the allergy after this time parents must notify us in writing and this will be added to their child's profile.
- There is always fresh drinking water available to the children.
- We remain aware of any religious dietary requirements as well as vegetarian and vegan preferences and take account of these when providing food and drink to the children. Any specific dietary requirements will be recorded in the child's admission form.
- The members of staff who are responsible for food preparation understand the principles of Hazard Analysis and Critical Control Point as it applies to their business. This is set out in Safer Food, Better Business (Food Standards Agency 2011). By understanding and following this guidance we can prevent the growth of bacteria and food contamination.
- Daily checks are made on the kitchen and snack area to ensure that proper levels of hygiene, health and safety are being maintained.
- Waste food is appropriately disposed of daily.
- 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



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Reporting of food poisoning

Food poisoning can occur for a number of reasons; 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 the setting, the manager will contact the Environmental Health Department to report the outbreak and will comply with any investigation.

Any confirmed cases of food poisoning affecting two or more children looked after on the premises are notified to Ofsted as soon as reasonably practical and always within 14 days of the incident.

General Hygiene

- We seek information from the Environmental Health Department and the Health Authority to ensure that we keep up to date with the latest recommendations.
- We use daily routines and regular activities to promote the children's need and understanding of general and personal hygiene.
- The premises, resources and equipment are cleaned on a regular basis as well as when it is found to be necessary. This includes washing soft furnishings and also keeping the garden, corridor and staff room clean.
- Tables are cleaned before and after use and chairs are cleaned regularly each term or immediately if they have got dirty.
- Tissues are available to the children to use during the session and wipes and gloves are available for the staff to use when required during the session.
- Appropriate protective clothing is worn by staff members when cleaning or handling waste substances.

Legal framework

Regulation (EC) 853/2004 of the European Parliament and of the Council on the Hygiene of Foodstuffs

Further guidance

Safer Food Better Business (Food Standards Agency 2011)

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Written by: Jennifer Bruton – Pre School Owner
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