

# PATA Managed Groups Food, Drink and Food Hygiene Guidance



## Guidance Aim

To recognise the importance of:

- Snack and meal times being an integral part of our day.
- Eating being a social time for children and adults which helps children to learn about healthy eating.
- Promoting healthy eating using resources and materials.
- Children having nutritious food, which meets the children's individual dietary needs.
- Maintaining the highest possible food hygiene standards with regard to the purchase, storage, preparation and serving of food.
- Developing independence through making choices, serving food and drink or feeding themselves.

We are registered as a food provider with the local authority Environmental Health Department.

## Procedures

We take the following actions to promote healthy eating in the setting:

- Before a child starts at the setting, we ask about their dietary needs and preferences, including any allergies. (See the Managing children who are sick, infectious, with allergies and administering medicines policy).
- We record information about each child's dietary needs on the Registration Form.
- We regularly consult with parents to ensure that our records of their children's dietary needs – including any allergies - are up-to-date. Parents sign the updated record to signify that it is correct.
- We inform all staff and volunteers about children's allergies, dietary needs and food preferences.
- We display the menus of snacks for parents to view.
- We provide nutritious food for all snacks.
- We include a variety of foods from the following food groups:
  - dairy foods,
  - grains, cereals and starch vegetables,
  - fruit and vegetables.
- We will offer choices of food from different cultural backgrounds. We provide children with utensils that are appropriate for their age and stage of development.
- We have fresh drinking water constantly available for the children.
- We provide semi-skimmed milk at snack time as well as water for the children to choose from.
- We make sure that children do not swap or share their food with others.

**Issue number: 3**

**Date revised: September 2018**

**Date for review: August 2019**

## Packed lunches

Staff in the setting:

- make sure packed lunches are refrigerated or contain an ice pack to keep food cool,
- inform parents we support the government's Eatwell Campaign <https://www.gov.uk/government/publications/the-eatwell-guide>
- inform parents that we don't have facilities to microwave cooked food brought from home,
- encourage parents to provide healthy food choices which can include fruit, milk based deserts, such as yoghurt or crème fraiche, together with a healthy drink,
- request that sweets, nuts and fizzy drinks are not included. We reserve the right to return this food to the parent as a last resort (see packed lunch sheet for further guidance),
- will sit with children to eat their lunch so that the mealtime is a social occasion.

## Food hygiene

- We follow the Safer Food, Better Business procedures (Food Standards Agency).
- Cleaning materials and other dangerous materials are stored out of children's reach.
- We make sure staff have completed food hygiene training.
- 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 toaster etc.

## 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.
- 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.
- See also 'Managing children who are sick, allergies and administering medicines' policy (Managing an Infectious Outbreak section).

## Internal use only

This guidance was adopted by \_\_\_\_\_ (name of setting)

On \_\_\_\_\_ (date)

Date to be reviewed \_\_\_\_\_ (date)

Signed on behalf of the provider

Name of signatory \_\_\_\_\_

Role of signatory (Setting Manager) \_\_\_\_\_

Signed on behalf of PATA (UK)

Name of signatory \_\_\_\_\_ Paula Hayball

Role of signatory \_\_\_\_\_ Chief Executive Officer