

Kincraig Primary School and Nursery



Food Preparation, Hygiene and Safety Policy



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Rationale:

Kinraig Nursery is committed to ensuring that the safe and healthy practices around the storage, preparation and service of the food are maintained throughout the setting. It is aware of the importance of establishing healthy eating habits. Food hygiene preparation and procedures are a key focus of the Nursery Team induction process. The policy applies to all children, parents, staff, volunteers and students during their attendance within Nursery. (EYFS Statutory Framework 2025, Safeguarding and Welfare Requirements 3.55-3.57)

Children will be encouraged to try new tastes, textures and flavours and to experience food from other cultures whilst ensuring children experience familiar tastes and healthy foods they enjoy too. All foods provided at Kinraig Nursery will be healthy, nutritious and balanced and where appropriate tailored to suit individual dietary requirements. The nursery team will promote a positive attitude to healthy eating through daily routines, planned curriculum activities and general discussions.

Fresh drinking water will be supplied and made available to all children throughout the day. Children will be fully supervised at all meal times and staff will role model good table manners and hygiene practices according to the children's individual age ranges. Children will be encouraged to be as independent as possible during meal times with support from key workers according to their age and stage of development.

All main meals will be made by Blackpool Catering Services in the school kitchen and delivered to the Nursery staff at the appropriate times. In the case of young babies being weaned, a plan will be drawn up with the parent.

Areas of provision will be suitably equipped to provide a safe and hygienic place for snacks and meals to be enjoyed. All equipment will be fully sterilised and all good practice hygiene routines adhered to.

Menus will be displayed on the parent notice board and also detailed on the Kinraig Nursery website at: www.kinraig.blackpool.sch.uk Children's individual dietary requirements and/or preferences will be detailed at the time of enrolment including any allergies a child may have or special health requirements.

Kinraig Nursery is required to notify the local authority environmental health department and Ofsted in relation to two or more cases of food poisoning. This should be done as soon as possible and/or within 14 days of the outbreak. Parents are also asked to inform the nursery regarding any signs or symptoms of food poisoning that a child may have at home. The infection control procedure must be followed if the need arises.

Meal Times:

This policy should be read in conjunction with the Safer Eating Policy and Pupils with Allergies Policy

Feeding Babies/Weaning: All babies have individual feeding schedules. The pattern established at home will be adopted within the nursery. The nursery supports all mothers who wish to continue breast-feeding their babies and will provide private facilities for these parents.

During the weaning period our staff will work closely with Parents/Carers, to ensure that the weaning process meets the needs of the child. Government guidelines state that babies should not be weaned onto solid food until they are at least six months old unless advised by a paediatrician. If, however, you choose to do this earlier we encourage you to discuss this with your child's health visitor/GP first. Babies should be given new foods at home before they are given to them at nursery in case of any allergic reactions. Please discuss your child's diet with their key person or senior member of staff in the room and keep them up to date regularly. The nursery does not recommend "Baby Led Weaning", however if a parent/carer chooses to follow this practice they do so at their own risk and will need to provide written consent outlining this request.

Where the nursery provides food, it will be freshly cooked, and will be prepared in a blender or processor. The nursery will not provide commercially prepared foods unless requested by the parent. Parents/Carers can provide commercially prepared foods if it is their wish to do so.

Bottle Feeding Babies:

Babies must be supervised at all times when they are feeding.

- Bottles should only be prepared in the kitchen area.
- Breast Milk should be kept in the bottle in the fridge at all times, till ready to be heated.
- Staff should check the details of the child whose bottle is being made.
- Bottles are to be labelled individually.
- Bottles should be sterilised before they are made following the instructions displayed.
- Bottles should be made in accordance with the guidance provided with the formula.
- Staff must wash their hands before and after preparing the bottle.
- Once bottles are cooled they need to be put in the fridge until they are needed,
- Bottles will never be reheated in a microwave oven. Bottles, which need to be warmed, will be reheated in jugs of hot water/bottle warmers which are to be kept in the kitchen and must not be taken out of this area.
- Practitioners need to test the milk is not too hot before they give it to a child.
- A feeding bottle will always be covered for periods when the child is being winded or resting.
- Do not give a child another child's milk. If this happens, inform a senior member of staff immediately and the parent when appropriate.
- Any unused milk needs to be disposed of immediately. No milk to be reheated.
- Bottles should be washed in the kitchen. There is a bottle brush, which needs to be used to do this.
- Bottles need to be placed in the steriliser at the end of the day.

Following advice from the National Health Service, breast milk can be stored in a fridge for up to 24 hours, providing the temperature of the fridge remains between 2 and 4°C, which practitioners will check daily. Parents should advise staff of when the milk was expressed to ensure the milk is not stored for longer than this. Staff must label each bottle with the date and time the milk must be disposed of, if not already done by the parent. If parents wish we will keep a store of frozen breast milk on the premises for their child's use. Frozen breast milk can be stored for up to two weeks in an ice compartment as long as it has been dated before being brought to nursery. Once defrosted it needs to be used or disposed of within the 24 hour limit.

To avoid any possible allergic reactions, babies under six months should not be given the following unless they are otherwise requested by parents in writing so a copy can be kept in their personal files.

- Cows Milk
- Berries
- Honey
- Eggs
- Sea Food – e.g. prawns

Meal Times/Snack Times:

The nursery believes that meal and snack times are very important part of the day for children in our care. It is a time to relax and to develop personal and social skills. Each room must recognise that it is important to make meal times varied and interesting in a relaxed atmosphere that helps the child enjoy this time. The meals are nutritionally designed to provide children with the energy for an active day in child care. Fresh fruit and vegetables are used on a daily basis. We aim to introduce new dishes and give children experiences of food with different tastes and textures. We also introduce food traditions of different cultures.

The Nursery offers a Halal, Vegetarian or Vegan version of any meat dish on the menu as long as parents/carers have informed their key person in advance. Menus will be planned in advance – within children's opinions and preferences being sought. A three weekly programme will be available and displayed for parent's information. Children's dietary needs will be taken into consideration when planning menus and meals will be monitored as to how the children receive them.

All food will be prepared in a safe and hygienic kitchen that meets the Environmental Health requirements and staff involved in the preparation and serving of meals will, as a minimum requirement, hold a certificate in Basic Food Hygiene. Parents/Carers will need to be asked to inform staff of any allergies, cultural, moral or religious requirements concerning meals. This should be recorded on the child's Profile Report and passed onto the Nursery chef and Key person. If a parent/carer so chooses they can opt to bring their child in a packed lunch as an alternative to what is offered on the Nursery Menu. The nursery will provide children with water/milk to drink as per usual.

- Any food products provided by parents and carers will need to be labelled and stored appropriately in the kitchen/food preparation area.
- Meals are prepared in accordance with the dietary plans of all children and any foods that differ from the main meal must be clearly labelled.
- All meals will be checked by the person serving them to ensure they are appropriate to the child's dietary plan to ensure children are not fed foods that they are not permitted to eat by their parents.
- Staff must always wash their hands before handling and preparing food and wear aprons.

- Children will have had their hands washed and have been toileted before eating if this is appropriate. Children will be encouraged to wash their own hands as independently as their development stage will allow. Babies to have hands wiped down with baby wipe prior to eating.
- All children under 1 years of age have to have their bottles, bowls, beakers and cutlery sterilised.
- Tables to be used for snack times of meals must be washed and prepared prior to children being seated at the table. Warm, soapy water or anti-bacterial spray should be used and tables left to dry before children sit down. Older children can be encouraged to help prepare tables for meals, if appropriate. Cutlery and crockery will be of an appropriate size to encourage children's independence.
- Children eat their main meal in key groups, with the support of staff who will eat their meals with the children. At snack/tea time older children will be able to choose where they sit.
- Encourage children to relax while eating meals, respect children's choices and speed of eating. Mealtimes should be a pleasant social, learning experience.
- At least one member of staff should be sitting and talking to the children at all times.
- Do not sit the children down too early and if lunch is late use books and songs to entertain them.
- Encouraging children to say please and thank you, take turns and to show concern for other members of the group and these times.
- Encouraging children's independence in serving and feeding themselves as appropriate within their developmental progress.
- Children should be encouraged by staff to try all foods, but children will be allowed to make their choices and never be forced to eat. Children will also be encouraged, whenever possible, to serve themselves and others.
- Children should be given opportunities to experience a variety of eating methods: with fingers, cutlery, chopsticks etc.

Policy last updated 01/09/2025

The EYFS Food Preparation, Hygiene and Safety Policy will be reviewed and modified on a regular basis at least every two years or when legislation makes this necessary.

It is possible to add amendments to this document prior to a review and these will be incorporated into the next issue. To add comments please complete the information on this sheet adding the date and signing where indicated.

Name of person responsible for policy – Miss Lucy Cross and Miss Nicole Caldwell

Policy adopted by the Governing Body –

Signed: _____

| Date | Proposed Amendment | Signed |
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