

Food and Drink Policy

Statement of intent

Our Club is committed to providing healthy, tasty and nutritious snacks and drinks for children during our sessions. The Senior Play Worker and staff will make every effort to make sure snacks and drinks are safely prepared and sensitive to the dietary, religious and cultural requirements of all the children.

Food Hygiene

When food is being prepared staff will follow the relevant procedures required to maintain a high standard of hygiene ensuring hands, utensils and preparation areas are clean before and after food preparation. A risk assessment is established with regard to the use of cleaning materials etc as per Control of Substances Hazardous to Health (COSHH) Regs 1994.

Food

- At The Base we will always try to offer a variety of healthy food(s)
- We will encourage the enjoyment of food and comply with parent/carers wishes on quantity.
- We remind all children to wash hands prior to eating any food, also should a child cough or sneeze we remind them again to wash their hands. We also remind children the proper use of utensils e.g. not to lick knives used for spreading ingredients.
- We will endeavour to encourage good table manners, personal hygiene with staff and children to adopt good role models for the younger children.
- Staff will generally sit with the children at meal times and whilst eating to encourage good practice, conversation and social skills.
- We operate a buddy system, whereby an older child will sit with a younger child and encourage well-being. We find that this system works better for The Base than a 'Key Person' system, as the child will

then feed back any information or needs that the younger child may have.

- We will introduce and learn about food in other cultures
- We will be aware of special individual dietary requirements and adhere to these when necessary. We gain this information from the child's registration form.
- We will encourage a happy relaxed atmosphere at snack time and promote conversation about the school day, The Base activities etc.
- All The Base employees will have had training on food hygiene (where appropriate) – see *disciplinary and general rules policy*
- Staff Food and Hygiene are sourced locally through Extended Services Training Directory (Surestart). This helps with our staff development programme.
- We adopt a policy whereby staff should recognise their own training needs and therefore alert the Senior Play Worker of such.
- The Base staff are kept up to date with changes in policies, procedure, any new changes in law and legislation through daily discussions and staff meetings.
- We encourage parent/carers to participate in The Base dietary policies.
- Both staff and children on a weekly basis choose snack menus. Any special events or occasions are incorporated into these food choices. During our daily staff meetings these menu choices may change due to the lack of general interest.
- At The Base we encourage the children to recognise healthy eating options by choosing sources of food that are healthy and then un-healthy options by choosing un-healthy foods (these are displayed on posters within The Base). By doing this they can grow to understand the different food types and hopefully adapt a healthy, balanced diet and life style.
- We ask the children to fill in an 'About you form' on registration. This gives staff an idea of the child's likes and dislikes regarding food and other personal preferences. This form can be completed by the child, parent/carer or with the help of the child's 'buddy'.

- No child will ever be forced to eat or drink something against their will and the withholding or granting of food and drink will never be used as either punishment or a reward. However, if a child at The Base refuses to eat sensibly with the other children at meal times they are asked to leave the table to allow the other children to continue their snack appropriately.
- At The Base we actively encourage children to learn about being healthy by involving this into our planning and we encourage outside visitors that may offer guidance to our children in regards to health and hygiene.
- When a new child registers at The Base they will be required to fill in a 'Registration Form' on this form the parent/carer will be asked if their child has any food allergies, needs etc. We adapt the same principles when asking about a child's cultural/religious food preferences.
- At The Base children are rewarded for successes by stickers, certificates or staff praise.
- We encourage self-learning with food by growing seasonal vegetables and herbs. This gives the children an insight into where their food comes from and how it is grown in their local environment.
- We have a supply of fresh drinking water available to children and staff at all times.
- We have a fresh fruit bowl, which is always on offer to the children during any session. With this we incorporate different/seasonal fruits from all over the world for children to try if they wish.
- We store chilled food items in the Club's refrigerator and temperature's are checked and recorded daily in the register. Staff are aware of the guidelines set out for the safe storage of food, gained through relevant training.
- We also have different coloured chopping boards for the preparation of food items. Staff are aware of the procedure to keep food preparation areas clean and tidy of clutter.

Signed _____ **(Manager)** _____ **(Date)**

Signed _____ **(Chairperson)** _____ **(Date)**