

Food hygiene

Aim

Our setting is a suitable, clean, and safe place for children to be cared for, where they can grow and learn. We meet all statutory requirements for food safety and fulfil the criteria for meeting the relevant Early Years Foundation Stage Safeguarding and Welfare requirements.

We maintain the highest possible food hygiene standards with regard to the purchase, storage, preparation and serving of food.

This policy should be read together with the Food and Drink policy.

Objectives

- The procedures set out below are followed for general hygiene and safety in food preparation areas.
- We provide nutritionally sound snacks.
- Parents share information about their children's particular dietary needs with staff when they enrol their children and on an on-going basis with their key person. This information is shared with all staff who are involved in the care of the child.
- Care is taken to ensure that children with food allergies do not have contact with food products that they are allergic and or intolerant to.
- Risk assessments are conducted for each individual child who has a food allergy or specific dietary requirement.

General

- All staff involved in the preparation and handling of food have up to date certificated training on food safety.
- The manager is responsible for ensuring that the requirements in Safer Food Better Business are implemented.
- The manager is responsible for overseeing the work of all food handlers to ensure hygiene and allergy procedures are complied with.
- The manager has responsibility for conducting risk assessment based on the 'Hazard Analysis and Critical Control Point' (HACCP) method set out in Safer Food Better Business.
- The manager shall ensure that staff carry out daily opening and closing checks on the kitchen to ensure standards are met consistently.
- The manager maintains a Food Allergy and Dietary Needs list with:
 - a list of all children with known food allergies or dietary needs updated at least once a term (the personal/medical details about the allergy or dietary needs remain in the child's file along with a copy of the risk assessment). This is clearly displayed for all staff and the risk assessment shared with all staff.
 - a copy of the FSA booklet 'Allergen information for loose foods' available at www.food.gov.uk/sites/default/files/media/document/loosefoodsleaflet.pdf

- a copy of the Food Allergy Online Training CPD certificate for each member of staff that has undertaken the training.
- The manager is responsible for reporting to Ofsted any food poisoning affecting two or more children looked after on the premises. Notification must be made as soon as possible and within 14 days of the incident.

Purchasing and storing food

- We use reliable suppliers for the food we purchase.
- Pre-packed food (any food or ingredient that is made by one business and sold by another such as a retailer or caterer) is checked for allergen ingredients and this information is communicated to parents. If food that is not pre-packed (described as 'loose food') is served, then allergen information will have been provided by the retailer, and this information must then be shared in the same way with parents.
- Dried packaged food is not decanted from packaging into large bins or containers as this prevents monitoring of sell by/use by dates and allergen information.
- Food is stored at correct temperatures and is checked to ensure it is in-date and not subject to contamination by pests, rodents or mould.
- Fridge and freezer thermometers should be in place. Recommended temperatures for fridge 37 degrees Fahrenheit (3 degrees Celsius), and freezers 0 degrees Fahrenheit (-18 degrees Celsius).
- Fruit and vegetables stored in the fridge are washed thoroughly before refrigeration to reduce risk of pests and E.coli contamination.
- Staff's own food or drink is kept in the staff room to avoid mix ups.
- Children's packed lunches are stored on an un-refrigerated food trolley. We request parents/carers include an ice pack to keep food cool.

Preparation of food

- Food handlers must check the content of food/packets to ensure they do not contain allergens.
- Food handlers wash hands and cover any cuts or abrasions before handling food.
- Separate boards and knives are used for chopping food, usually colour coded.
- Raw and cooked foods are prepared separately.
- All vegetables and fruit are washed before preparing.
- Food left out is covered, for example when cooling down.
- Food prepared for children with dietary needs and preferences is clearly labelled and every effort is made to prevent cross-contamination.

Serving food

- Staff risk assess the likelihood of children with dietary restrictions accessing the food of other children and must take appropriate action to prevent this from happening.
- Children with allergies/intolerances/food preferences are not made to feel 'singled out' by the methods used to manage their allergy/food preference.
- Food served to children with identified allergies is checked by the key person to ensure that the meal (and its ingredients) does not contain any of the allergens for that child.
- We ensure that children are supervised at mealtimes and that children are within sight and hearing of a member of staff at all times and where possible staff are sat facing children when eating to ensure they

are eating in a way that prevents choking and so they can prevent food sharing and be aware of any unexpected allergic reactions.

- We ensure that there is a qualified Paediatric First Aider present in all rooms when children are eating.
- Tables are cleaned before and after, with soapy water or a suitable non-bleach product.
- Members of staff serving food wash their hands and cover any cuts with a blue plaster.

Food for play and cooking

Food may be used for play or in supervised cooking activities.

- Food for play is risk assessed for allergens.
- Staff are constantly alert to the potential hazards of food play, in particular choking hazards and signs of previously undetected allergies.
- Food that has been used for play is properly disposed of and all utensils thoroughly washed.
- Before undertaking any cooking activity with children, members of staff should check for allergies and intolerances by checking children's records.
- 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 blenders etc.
- Children do not have unsupervised access to the kitchen. Cleaning materials and other dangerous materials and equipment are stored out of children's reach.

Legal framework

- Regulation (EC) 852/2004 of the European Parliament and of the Council on the Hygiene of Foodstuffs

This policy was adopted at a meeting of

Woodland Corner

Held on (date) 11th March 2026

Signed on behalf of the Management Committee

Jess Brown

Role of signatory (e.g. chairperson etc.)

Chairperson

Review date

March 2027