

Rainbow Early Years

Food Handling policy

Statement of intent

At Rainbow Early Years (REY) we aim to maintain good practice when handling food therefore helping to maintain the health of all persons.

Aim

Whenever a member of staff handles food that is intended to be eaten by children or other adults, they do so in a safe manner.

Methods

Preparation

- All food and drink is to be kept and stored in a suitable way. Refrigerated items are to be kept between 2 and 5 degrees centigrade
- On a rota basis, one staff member will be responsible for food/drink preparation and clearing away each day.
- The staff member must wash their hands with hot water and soap before commencing any food/drink preparation in the hand washing sink provided.
- Staff members must wear the apron/tabard provided.
- Blue gloves will be worn to handle food.
- All work surfaces must be cleaned using an antibacterial spray, following the instructions given.
- All fruits and vegetables must be washed in running water before they are peeled and prepared.
- Food or drinks are to be prepared in advance. The appropriate time is just prior to snack time, thus ensuring that refrigerated foods remain cool.

- Children may be offered a fruit bowl at snack time. Staff will support the children to be as independent as possible when peeling their chosen fruit.
- Once food and drinks are ready the staff member will then wash their hands again before removing anything from the kitchen.
- The tables that are to be used by the children must be cleaned before being covered with a waterproof table cloth that will cover the entire table. This will then be cleaned with antibacterial spray before the children sit down.
- Foodstuff that has been donated by the Fair Share Food scheme will be kept appropriately in the fridges or in storage cupboards. A record of the use by date will be kept on record in a file to enable the setting to trace where this food has come from.
- Staff members undertake a Food Hygiene certificate to keep training up to date (The Safer Food Group, NDNA).

Clearing away

- The staff member responsible for preparing the children's snack foods is also responsible for clearing the kitchen afterwards.
- This can involve washing up, loading the dishwasher, cleaning the work surface and putting away any crockery/cutlery used.
- When washing up the staff member must use water as hot as their hands can stand and an antibacterial washing up liquid. REY also has a dishwasher
- Clearing away must be done as soon as practically possible and before the end of the session.
- The tables used by the children must be wiped clean after the children have got up.
- The table cloths are then to be stored in a suitable manner and washed regularly.
- The floor around and under the tables is to be brushed clean after lunch.

Food Preparation with children

- Children must be supervised washing their hands with soap and running water.
- Children and adults are to wear the aprons provided specifically kept for food preparation activities. These are washed after use.
- The table that is to be used will be covered with a waterproof table cloth that is cleaned with an antibacterial spray.

- Children must be encouraged not to touch other items of play equipment or parts of their bodies such as their hair or noses whilst preparing food for others to eat.
- Staff members must demonstrate good hygiene at all times when undertaking food preparation with the children, including wearing an apron and tying hair back.
- Children are closely supervised when using tools and equipment associated with food preparations such as potato peelers, child size knives.
- Children may only access the kitchen when directly supervised by a staff member. Only adults will gain access or use the cooker.
- The children must be supervised washing their hands following a food preparation activity.
- Clearing away and washing up must be done by a staff member as soon as practically possible following the end of the activity and before the end of the session.

Hot School dinners

- The staff member responsible for hot school dinners will collect from the school kitchen in a heat saving box.
- Blue gloves will be used to serve food to the children.
- A temperature probe is used to ensure the food is served at correct temperature. Will be returned to Kitchen if not correct temperature.
- Children are served milk or water to drink also.
- The heat saving box is returned to the school kitchen for cleaning.

General

- Cleaning materials and other potentially harmful materials are stored out of children's reach in a suitable manner.
- No adult shall be involved with food preparation if suffering with any infection/contagious illness or skin condition.
- Adults must not have hot drinks in the play room whilst children are in the room. Lidded insulated cups must be used for hot drinks when carrying to the meeting room or office.
- Snack and lunch times are appropriately supervised and children do not walk about with food and drinks.
- The sink in the kitchen is to be used solely for the purpose for food preparation and clearing.

- We regularly seek information from the Environmental Health Department and the Health Authority to ensure that we keep up to date with the latest recommendations.

This individual policy forms part of a larger policy document and should be read alongside our other individual policies.

Date adopted for Rainbow Early Years: January 2005

Date of last review: Feb 2017 & August 2017 by Manager.

Reviewed; 14-8-18

Reviewed;30-8-19

Reviewed;4-8-20

Date of next review: Annually