



Food Safety Procedures

Statement of intent

We regard snack time and lunch time as important parts of our session. Eating represents a social time for children and adults and helps children to learn about healthy eating. We aim to achieve this while also ensuring we follow best practice with regard to food safety and hygiene.

Methods

In order to achieve this, we operate the following procedures:

Milk

- Some children drink milk at pre-school. A list of children who do not drink milk is kept on the fridge door and is checked daily by the member of staff preparing drinks.
- The milk is delivered Monday/Wednesday/Friday by the local delivery service. It is immediately put in the fridge, behind any milk already in there.
- "Use by" dates are checked daily and any milk at its use-by date is discarded.

Cheese and carrots

- We provide cheese and carrot sticks at snack time. Cheese is stored in an airtight container in the fridge and the carrots are stored in the vegetable drawer.
- "Best before" and "use by" dates are checked daily and food is discarded if the date is reached.
- Carrots are always peeled before use.
- We use separate chopping boards and utensils to prepare the cheese and carrots; these are washed immediately after use.

Ingredients for cooking activities

- We often do cooking activities at Pre-School.
- Ingredients are bought for specific activities in the quantity needed. Ingredients such as flour and sugar which come in larger quantities and have a long shelf life are stored in airtight containers for future use. Dates and quality are checked prior to each use.
- Children taking part in any cooking activity must wash their hand with hot soapy water before taking part.

General

- The fridge temperature is checked daily and recorded in the Setting diary.
- Drinking cups are provided to the children; they are washed daily and only clean cups are used.

- We organise snack and lunch times so that they are social occasions in which children and staff participate.
- We have fresh drinking water constantly available for the children. Children bring in their own water bottles and we inform the children about how to obtain fresh water and that they can ask for water at any time during the session.
- We inform parents who provide food for their children about the storage facilities available in the setting.
- In order to protect children with food allergies, we discourage children from sharing and swapping any of their food with one another.
- Where applicable, staff follow the attached FSA guidance on “Working with Food”
- All surfaces are cleaned with anti-bacterial cleaning fluid after they have been used for food – i.e. after snack time, after lunch time, and after any cooking activity. They are also cleaned again at the end of every day.
- Staff undertake regular training on Food Safety and Allergies.
- We are registered with Guildford Borough Council Environmental Health Department and currently have a 5* rating.

This policy was adopted at a meeting of Child’s Play Pre-School name of setting

Held on (date) 19/02/19

Signed on behalf of the Proprietor _____

Role of signatory _____

This policy was reviewed on _____ (date)

continue as necessary _____ (date)