



## PUDDLEDUCKS Nursesey & Pre-School

### HEALTH & SAFETY FOOD HYGIENE POLICY

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#### Policy Statement

In our setting we provide and/or serve food for the children on the following basis: Snacks, reheating of meals from home and packed lunches.

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

#### Procedures

- All staff who prepare and handle food are competent to do so and receive appropriate Food Hygiene training and understanding - and comply with - food safety and hygiene regulations. Aprons and gloves are always worn.
- We undertake daily temperature checks on all fridges used and complete full fridge cleans fortnightly. The kitchen areas are cleaned daily
- We use reliable suppliers for the food we purchase.
- All food and drink is stored at correct temperatures and is checked to ensure it is in-date and not subject to contamination by pests, rodents or mould.
- Packed lunches are stored in a cool place; un-refrigerated food is served to children within 4 hours of preparation at home.
- Food preparation areas are cleaned before use as well as after use.
- There are separate facilities for hand-washing and for washing up.
- All surfaces are clean and non-porous.
- All utensils, crockery etc are clean and stored appropriately.
- Waste food is disposed of daily.
- Cleaning materials and other dangerous materials are stored out of children's reach.
- Children do not have un-supervised access to the kitchen.

- 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, and
  - Do not have un-supervised access to electrical equipment such as Blenders etc.
- Adults do not carry hot drinks through the play area(s) and do not place hot drinks within reach of children.
- Snack and meal times are appropriately supervised and children do not walk about with food or drinks.
- Fresh drinking water is available to the children at all times.
- We operate systems to ensure that children do not have access to food/drinks to which they are allergic.

### ***Reporting of food poisoning***

- Food poisoning can occur for a number of reasons; not all cases of sickness or diarrhoea are as a result of food poisoning and not all cases of sickness or diarrhoea are reportable.
- Where children and/or adults have been diagnosed by a GP or hospital doctor to be suffering from food poisoning and where it seems possible that the source of the outbreak is within the setting, the manager will contact the Environmental Health Department and the Health Protection Agency, to report the outbreak and will comply with any investigation.
  - Any confirmed cases of food poisoning affecting two or more children looked after on the premises the setting will also be notified to Ofsted as soon as is reasonably practicable, and always within 14 days of the incident.

### **Legal Framework**

Regulation (EC) 852/2004 of the European Parliament and of the council on the hygiene of foodstuffs

This policy was reviewed in November 2018. Date of next review November 2019