



We demonstrate tolerance and respect through child-led play

## Food and Drink Policy

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## Food and Drink Policy

### 1 Scope & Purpose

- 1.1 To ensure that all food and drink is prepared and consumed in a safe environment which ensures the safety of children and adults it maintained.

### 2 Outline

- 2.1 Staff members who prepare and handle food receive appropriate training and understand, and comply with, food safety, hygiene and allergen regulations.
- 2.2 All food and drink is stored appropriately.
- 2.3 Most food is delivered weekly to playgroup. A staff member receives the delivery and records the items received, and the temperature at which they have been stored, using the food delivery record form (see Appendix 1)
- 2.4 Surfaces are kept clean at all times. Food preparation areas are clear and chopping boards are clearly labelled to show use. *(See appendix 2)*
- 2.5 Coloured cloths are clearly identified for different uses to ensure areas are not contaminated.
- 2.6 Fridges are checked on a daily basis to ensure the temperature is within safe limits.
- 2.7 Any food belonging to staff is clearly contained and labelled.
- 2.8 Any opened food products are labelled and dated to ensure no contamination or spoil/decaying food is allowed to remain in the fridge.
- 2.9 Hot drinks are kept in the kitchen areas away from the children. Adults do not carry hot drinks through the play areas and do not place hot drinks within reach of children, cups are travel mugs with sealed lids.
- 2.10 At any events where parents and children attend together cold drinks are served to minimise risk of spillages and scalds.
- 2.11 Snack and meal times are appropriately supervised and children do not walk about with food and drink.
- 2.12 Fresh drinking water is available to children at all times.
- 2.13 Staff members should encourage and role model to both children and parents what a healthy balanced lunch should contain whilst recognising cultural differences. Staff members will encourage parents to provide a healthy lunch box and will share information about healthy eating as appropriate including asking that chocolate and sweets are not included in children's packed lunches.
- 2.14 Croft Playgroup is a strict Nut free playgroup and this should be abided by at all times. All parents/carers will be informed before each child joins the setting.
- 2.15 We operate systems to ensure that children do not have access to food/drinks to which they are allergic, and all staff have received online allergen training. Children's allergies/dietary requirements are displayed in the setting and outing policy in line with data protection guidelines i.e. on the back of the kitchen cupboard door.



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2.16 Where tea is provided a full menu with details of allergens present is provided for parents and carers.

**This policy was adopted by Croft Playgroup**

Signed on behalf of the Croft Playgroup

Croft Playgroup Committee

Croft Playgroup Manager

Print Name: Katherine Chan

Print Name: Michelle Barrow, Helen Dearlove

Signed.....

Signed.....

Dated.....

Dated.....

*Date policy to be reviewed: January 2024 or earlier if required*





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***Appendix 2 – signs re correct chopping boards***

**Chopping boards**

*Please ensure you use the correctly coloured chopping boards for food preparation*

Green = Fruit prep

Yellow= Vegetable prep