

# **Birdwood Nursery Food Hygiene Policy**

## **1. Policy Statement**

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.

## **2. Procedure**

### *Serving snacks*

- All staff have up to date training on food safety;
- The Nursery Manager is responsible for overseeing the work of all the staff to ensure hygiene and allergy procedures are complied with;
- All our staff who are involved in the preparation and handling of food have received training in food hygiene;
- The person responsible for food preparation and serving carries out daily checks on the kitchen to ensure standards are met;
- 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;
- 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 and after use;
- There are separate facilities for handwashing and for washing-up;
- All surfaces are clean and non-porous;
- All utensils, crockery and other items 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 unsupervised 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 rule;
  - Are kept away from hot surfaces and hot water; and
  - Do not have unsupervised access to electrical equipment.

## **3. 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 our setting, the Manager will contact the Environmental Health Department to report the outbreak and will comply with any investigation.

- We notify OFSTED as soon as reasonably practicable of any confirmed cases of food poisoning affecting two or more children looked after on the premises, and always within 14 days of the incident.