



Chelsea Open Air Nursery School and Children's Centre

## **Food Policy**

(Formerly Healthy Eating)

The policy above will be monitored and evaluated following the policy cycle at

Chelsea Open Air

Date of establishment: 2004

Date of Last Review: 2015

Date of next Review: 2018

## Food Policy

### Aim

- To ensure food provided at COA is nutritious and healthy that all aspects of food and nutrition in COA promote the health and wellbeing of the children, their families and the staff.
- To ensure any dietary, allergy and health needs are obtained from parents and are well managed
- To encourage children to make healthy choices

### Rationale

At COA we aim to ensure that all children recognise and understand the importance of healthy eating and lifestyles. We recognise the vital role that nutrition plays in the lives of our children and actively seek to ensure that our children eat a well-balanced nutritious diet. We aim for them to develop a good knowledge and understanding of what constitutes a balanced diet in order to continue to make good food choices as they get older.

At COA we regard snack, meal times and food related activities as important, which represent a social and educational time. We aim to provide nutritious food which meets individual dietary needs where possible.

### A Healthy Curriculum at COA

Food and health play an important role in our curriculum. Through our Self-Care and Health week the children learn about healthy eating and living. Children are given opportunities to write shopping lists, go shopping, prepare and cook food and taste the dish they have made. Other examples include playing food related games such as "Shopping list", fruit lotto, looking at cookery books and photo books, and completing food themed puzzles. All these activities give the children opportunities to discuss food and diet.

In addition the children sow and grow vegetables, herbs and other foods in the nursery garden, developing a respect for food as they tend and care for the plants as they grow. Harvesting our home-grown crops helps the children to understand how different foods grow and provides a rich source from which they can taste a variety of raw and cooked foods.

### Equal Opportunities

It is important to value the contributions which different cultures and nationalities make and the variety of foods eaten. We actively celebrate a wide range of festivals and welcome families to share how they celebrate their festivals and the foods associated with it, in order for children to feel accepted and be accepting of themselves. Parents are encouraged to come into COA and help staff and children celebrate events that are special to them, where appropriate working with a member of staff to cook celebratory dishes with the children.

### **Parent Partnership**

As in all aspects of our work, we seek to enter into a partnership with parents, and other community partners. We do this by:

- Making sure parents and carers are aware that we are committed to promoting healthy, varied and enjoyable food.
- Displaying menus on our website.
- Providing information to families regarding children's eating patterns, where appropriate and welcoming feedback on and suggestions for inclusion in the menus etc.
- Finding out about special diets before the child starts and updating information as appropriate e.g. if a child develops a new allergy.
- Working with parents to celebrate festivals.
- Providing access to specialist advice and support through initiatives such as Cool Kids Use Cups, Cook and Taste, visits from a dietician.
- Supporting families on a low budget income to access free school meals as appropriate
- Parents volunteer to bring in fruit and vegetables once a term for snack time.

### **Breakfast Procedures (when operating)**

- During the breakfast club an offer of cereal, fruit, toast and preserves is offered with the options of water, fruit juice and milk to drink.
- The children sit together, along with the staff member running the Breakfast Club. They are allowed to choose what they would like for breakfast. They are encouraged to help themselves to a drink and partly prepare their food, for example pouring the milk onto their cereal or buttering their toast.
- Additional sugar is not added to cereal.
- After breakfast all items are rinsed and put in the dishwasher. Leftover food is disposed of, cereal and bread is sealed for freshness, milk, butter juice is stored in the fridge.
- Food is labelled with an open date, and kept in line with the package guidelines.
- All surfaces are cleaned and disinfected, using a disposable towel.

- A list of the children's dietary requirements is displayed in the Susan Isaacs Kitchen.

**Lunch time Procedures**

COA has one lunchtime supervisor (LS) and two lunch time assistants (LA1 & LA2), each day a member of the classroom team will manage a lunch table to enable there to be four lunch tables each day with up to 34 children staying for lunch.

COA has an agreement with Christ Church Primary School where the food is freshly prepared each day. All of the ingredients are fresh and locally sourced; there is a three week rolling menu which is displayed in our servery, and on our school website. Food is delivered in hotboxes at 1125.

<b>Lunchtime Assistants Timetable</b>	
Time	Job
By 11.00	Classroom staff tidy up and prepare the lunch tables – tables chairs and cloths on the table, with the children's name tags.
Staff arrival times: LS: 11.15, LA1 and LA2 arrive at 11.30	
11.15	LS to empty dishwasher, and prepare the serving utensils and bowls etc.
11.30	LA2 to heat the packed lunches for those children that require it. LA2 then to help the children hand washing and sitting down. LA1 to set tables with plates, jugs, cutlery etc.
11.25	Food arrives: the hot food will be in table portions, check all has arrived and probe the food to ensure it is hot enough. Record this reading. Leave the hot food in the hot boxes with lids on.
11.25	LS to portion out the cold food, salad etc onto smaller plates/bowls for each table.
11.45	Take food to the tables
11.45-12.30	Lunchtime
12.30ish	Clear the tables: LA2 to go into the garden with the children, LA1 to sweep the floor and help tidy / reset in the classroom
12.45	LA1 to join LS to help with the clean up
12.30-1.15	All plates, cups, bowls, cutlery, serving spoons to go into the Dishwasher. Serving bowls to be hand washed and put away.
1pm	LA1 and LA2 leave
1.15pm	LS leaves

**Lunch time meal management**

Lunch time tables are arranged to ensure that children always sit on the same table; this enables the adult to be aware of the children's eating preferences and dietary requirements. Furthermore, family style grouping supports social interaction.

Each child has a name card, which includes dietary/medical requirements on the reverse. A full list of dietary requirements is displayed on the wall in the servery and on each table.

- Mealtimes are a social and enjoyable occasion, with time given for interaction between the children and adults.
- Food is presented to the children by the adult on the table, explaining what the meal is for that day. Staff promote a positive attitude and reaction to all foods presented to the children
- Children are encouraged to develop good eating skills and table manners, and given plenty of time to eat. This includes using a knife and fork independently and an open cup.
- Staff sit with the children whilst they eat, eating the same food, proving a positive role model for the children.
- Children will be asked what they would like to have to eat by the adult serving lunch on their table.
- Children are encouraged to try new foods; small portions of new food that children are wary of are served to give the opportunity to have a try.
- Children are not forced to eat and food is not used as a reward.
- At the end of the meal children help to tidy up, scraping their plate and taking the empty cups, plates etc to the serving trolley.

### **Snack Time and Water**

Each morning at 1000 – 1030 and afternoon 1400 - 1430 COA offers fruit and milk in the nursery class. Children are invited to come and have a snack and a drink.

- Fruit and vegetables are offered to the children; where possible the whole fruit is given to the child for example an apple or satsuma. Larger fruits are prepared in front of the children.
- The staff member leading the snack time talks to the children about the fruit on offer and the children are given a choice.
- Milk is served in individual cartons, children are encouraged to open their own carton, adults will support when necessary.
- Snack time is served on a table cloth that is cleaned and disinfected, using a disposable towel after each use.
- Children must wash their hands before they have their snack.

Water is available throughout the day from the water fountain located in the garden.

### **Tea Procedures**

- Tea is a light meal served during the After School Club. It is larger than a snack but smaller than a dinner, this meal is to support those children staying on until 5pm, who could be hungry after a busy day at school.
- The children sit together, along with the staff member running the After School Club. They are encouraged to help themselves to a drink and partly prepare their food, for example buttering their toast, cutting their fruit.
- A simple 3 week rolling menu is in place for After School Club, food is prepared in advance of 1545, and served at the start of the club.
- Hot food is probed and the temperature recorded.
- Food is labelled with an open date or frozen date, and kept in line with the package guidelines.
- After tea all items are rinsed and put in the dishwasher. Leftover food is disposed of, dry food is sealed for freshness, fresh food is stored in the fridge.
- All surfaces are cleaned and disinfected, using a disposable towel.
- A list of the children's dietary requirements is displayed in the Susan Isaacs Kitchen.

## **Celebrations**

At COA parents are requested to not bring in cake and sweets for their child's birthday, instead they can bring in special fruits to have at snack time. On children's birthdays we hold a Birthday Sharing where we use a false cake, light candles, sing and give children a birthday card to wish them a happy birthday.

During the year we have a small number of special events where we ask parents to provide party food; these events include the Christmas Party and the Leavers Picnic.

For these events we display a sign-up sheet with a list of food for the parents to volunteer to bring in. Fruit and vegetables are always on the list, along with a range of sandwiches, the list also contains a modest amount of crisps and cake.

## **Managing Allergies and Dietary Requirements**

*See Policy: Supporting Children who are Sick, Infectious, or with Allergies*

A list of the children's allergies and dietary needs are displayed throughout COA and shared with our caterers.

A vegetarian option is provided each day.

Christ Church Primary School currently does not cater for children with allergies and complicated dietary needs, therefore these children provide a packed lunch each day. These lunches are stored in the servery area and any food that requires refrigeration is put into the milk fridge.

We take care not to provide food that contains nuts, or nut products, and are especially vigilant where we have a child with a known allergy to nuts.

Children are not allowed to store food in their lockers. Furthermore consumption of outside food is not permitted in the Nursery School or Children's Centre.

### **Food Hygiene Qualifications**

To ensure the safe management and organisation of food at COA it is important that staff who manages food have the appropriate qualifications.

A member of the Senior Management Team should hold a Level 3 in Food Hygiene and Food Premises Management.

Lunch time assistants should hold a Level 2 in Food Hygiene

Breakfast club and after school club person should hold a Level 2 in Food Hygiene.

Ideally all other staff handling food should hold a Level 1 in Food Hygiene.