

Health and safety

3.3 Food hygiene (Including procedure for reporting food poisoning)

Policy statement

In our setting we provide and/or serve food for children on the following basis:

- Snacks.
- Packed lunches.

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

We are registered as a food provider with the local authority Environmental Health Department.

Procedures

- All staff involved in preparing and handling food receive training in food hygiene. All staff are expected to complete level 2 food hygiene training.
- We use reliable suppliers for the food we purchase.
- Food is stored at correct temperatures and the fridge temperature is checked and recorded on the daily risk assessment. It 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; parents are advised to supply an ice pack in their child's lunch box.
- 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 or in locked cupboards.
- We occasionally use cooking activities to help teach the children certain skills, such as weighting and measuring, good practices with regard to eating, hygiene. 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 unsupervised access to electrical equipment such as blenders etc.

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.
- If the food poisoning is identified as a notifiable disease under the Public Health (Infectious Diseases) Regulations 1988 the setting will report the matter to Ofsted, if affecting two or more children as soon as is reasonably practicable but within 14 days of the incident.

<u>Adopted by:</u>	<u>Signature:</u>	<u>Date:</u>	<u>Position:</u>
<u>H Budd</u>		<u>24/08/2017</u>	<u>manager</u>
<i>Policy Review Date: August 2019</i>			