

## Nutrition & Food Safety Policy

Our Service recognises the importance of safe food handling and healthy eating to promote the growth and development of young children and is committed to supporting the healthy food and drink choices of children in our care. It is acknowledged that the early childhood setting has an important role in supporting families in healthy eating. Our Service therefore recognises the importance of supporting families to provide healthy food and drink to their children.

We are committed to implementing the healthy eating key messages outlined in the Australian Dietary Guidelines and the Australian Guide to Healthy Eating.

### NATIONAL QUALITY STANDARD (NQS)

| QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY |                                 |   |
|--|---------------------------------|---|
| 2.1  | Health                          | Each child's health and physical activity is supported and promoted.                        |
| 2.1.2  | Health practices and procedures | Effective illness and injury management and hygiene practices are promoted and implemented. |
| 2.1.3  | Healthy lifestyles              | Healthy eating and physical activity are promoted and appropriate for each child.           |

| EDUCATION AND CARE SERVICES NATIONAL REGULATIONS |  |
|--|--|
| 77   | Health, hygiene and safe food practices                      |
| 78   | Food and beverages   |
| 79   | Service providing food and beverages                         |
| 80   | Weekly menu  |
| 90   | Medical conditions policy                                    |
| 91   | Medical conditions policy to be provided to parents          |
| 162  | Health information to be kept in enrolment record            |
| 168  | Education and care service must have policies and procedures |

### RELATED POLICIES

|  |  |
|--|--|
| Bottled Breast Milk<br>Infant Bottle Safety and Preparation Policy |  |
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## PURPOSE

Early childhood education and care (ECEC) Services are required by legislation to ensure the provision of healthy foods and drinks that meet the requirements for children according to the *Australian Dietary Guidelines*. It is essential that our Service partners with families to provide education about nutrition and promote healthy eating habits for young children to positively influence their health and wellbeing. Dietary and healthy eating habits formed in the early years are shown to continue into adulthood and can reduce the risk factors associated with chronic adult conditions such as obesity, type 2 diabetes and cardiovascular disease.

Our Service recognises the importance of healthy eating for the growth, development, and wellbeing of young children and is committed to promoting and supporting healthy food and drink choices for children in our care. This policy affirms our position on the provision of healthy food and drink while children are in our care and the promotion and education of healthy choices for optimum nutrition.

We believe in providing a positive eating environment that reflects dietary requirements, cultural and family values, and promotes lifelong learning for children. Our Service is also committed to ensuring consistently high standards of food preparation and food storage and transportation are adhered to.

## SCOPE

This policy applies to children, families, staff, visitors, and management of the Service.

## IMPLEMENTATION

Our Service has a responsibility to help children to develop good food practices and approaches, by working with families and educators.

All food prepared by the Service or families will endeavour to be consistent with the Australian Dietary Guidelines and provide children with 50% of the recommended dietary intake for all nutrients. Food will be served at various times throughout the day to cater for all children's nutritional needs.

Mealtimes reflect a relaxed and pleasant environment where educators engage in meaningful conversations with children. This assists in creating a positive and enjoyable eating environment.

Food will be prepared in accordance with the Food Safety Program. All kitchens and food preparation areas will comply with Food Standards Australia and New Zealand (FSANZ). All staff involved in the stages of food handling have the skills and knowledge to ensure food safety is a priority.

## **NUTRITION**

Encourage and support breastfeeding and appropriate introduction of solid foods

Our Service will:

- Support mothers to continue breastfeeding until babies are at least 12 months of age while offering appropriate complementary foods from around 6 months of age.
- Ensure the safe handling of breast milk and infant formula including transporting, storing, thawing, warming, preparing, and bottle feeding.
- In consultation with families, offer cooled pre-boiled water as an additional drink from around 6 months of age.
- Where breastfeeding is discontinued before 12 months of age, substitute with a commercial infant formula.
- Always bottle-feed babies by holding baby in a semi-upright position.
- Ensure appropriate foods (type and texture) are introduced around 6 months of age.
- Adjust the texture of foods offered between 6 and 12 months of age to match the baby's developmental stage.
- Offer a variety of foods to babies from all the food groups.
- Always supervise babies while drinking and eating, ensuring safe bottle-feeding and eating practices at all times.

Promote healthy food and drinks based on the Australian Guide to Healthy Eating and the Dietary Guidelines for Children and Adolescents.

Our Service will:

- provide children with a wide variety of healthy and nutritious foods for meals and snacks including fruit and vegetables, wholegrain cereal products, dairy products, lean meats, and alternative foods high in protein

- Plan and display the Service menu that is based on sound menu planning principles and meets 50% of the daily nutritional needs of children.
- Plan healthy snacks on the menu to complement what is served at mealtimes and ensure the snacks are substantial enough to meet the energy and nutrient needs of children.
- Vary the meals and snacks on the menu to keep children interested and to introduce children to a range of healthy food ideas.
- regularly review the menu to ensure it meets best practice guidelines
- consult with health professionals to support the menu development including Dietitians for children with special diets such as vegetarian and vegans, dentists and speech therapists

#### **MANAGEMENT/NOMINATED SUPERVISOR/EDUCATORS WILL:**

- Ensure water is readily available for children to drink throughout the day in both the indoor and outdoor environment.
- Be aware of children with food allergies, food intolerances, and special diets and consult with families to develop individual plans.
- Ensure children under 3 years do not have access to foods that pose high choking risks. Apple, carrot, and celery are to be grated or cooked until soft before serving. Grapes and cherry tomatoes will be cut in half. If this is not possible, they will be eliminated from the child's meal.
- Ensure all children remain seated while eating and drinking.
- Ensure all children are always supervised while eating and drinking.
- Encourage and provide opportunities for cooking staff and educators to undertake regular professional development to maintain and enhance their knowledge about early childhood nutrition.
- Follow the guidelines for serving different types of food and the serving sizes in the Guidelines and may use the Australian Government "eat for health" calculator- [www.eatforhealth.gov.au](http://www.eatforhealth.gov.au)
- Display nutritional information for families and keep them regularly updated.
- Ensure the weekly menu is displayed in an accessible and prominent area for parents to view.
- Ensure the weekly menu is accurate and describes the food and beverages provided each day of the week.
- consider the needs of various age groups at the service- meal times may be offered progressively or at different times

- Ensure food is presented attractively.
- Ensure infants are fed individually by educators.
- Ensure age and developmentally appropriate utensils and furniture is provided for each child.
- Not allow food to be used as a form of punishment or to be used as a reward or bribe.
- Not allow the children to be force fed or being required to eat food they do not like or more than they want to eat.
- Encourage toddlers to be independent and develop social skills at meal times.
- Establish healthy eating habits in the children by incorporating nutritional information into our program.
- Talk to families about their child's food intake and voice any concerns about their child's eating.
- Encourage parents to the best of our ability to continue our healthy eating message in their homes.

## FOOD HYGIENE

Food poisoning is caused by bacteria, viruses, or other toxins being present in food and can cause extremely unpleasant symptoms such as diarrhoea, vomiting, stomach cramps, and fevers. Children under five years of age are considered a high-risk group as their immune systems are still developing and they produce less of the stomach acid required to kill harmful bacteria than older children or adults (Foodsafety.gov, 2019).

Our Service will strictly adhere to food hygiene standards to prevent the risk of food poisoning.

### ***Buying and transporting food:***

Our Service will:

- Always check labels for the 'use by' and 'best before' dates, understanding that 'use by' dates apply to perishable foods that could potentially cause food poisoning if out of date, whilst 'best before' dates refer to food items with long shelf life but quality could be compromised.
- Avoid buying food items in damaged, swollen, leaking or dented packaging.
- Always check eggs: Never buy dirty or cracked eggs.
- Never buy any food item if unsure about its quality.
- Ensure fresh meat, chicken, or fish products cannot leak on to other food items.
- Ensure chilled, frozen, and hot food items are kept out of the 'danger zone' (5 °C to 60 °C)

### Online shopping

- ensure food items are delivered in packaging that keeps food out of 'danger zones' as described above and within delivery window as provided by the company
- ensure products selected are high quality
- ensure products are unpacked promptly upon receiving goods
- use online service company with product and guarantee

### ***Storing food:***

Our Service will:

- Ensure the refrigerator and freezer has a thermometer and that the refrigerator is maintained at 5 °C or below and the freezer is maintained at -17 °C or below.
- Ensure fridge and freezer temperatures are checked daily.
- Store raw foods below cooked foods in the refrigerator to avoid cross contamination by foods dripping onto other foods.
- Ensure that all foods stored in the refrigerator are stored in strong food-safe containers with either a tight-fitting lid, or tightly applied plastic wrap or foil.
- Ensure that all foods not stored in their original packaging are labelled with:
  - The name of the food,
  - The 'use by' date,
  - The date the food was opened,
  - Details of any allergens present in the food.
- Transfer the contents of opened cans into appropriate containers.
- Ensure all bottles and jars are refrigerated after opening.
- Place 'left-over' hot food in an appropriate sealed container in the refrigerator as soon as the steam has stopped rising. Food can be cooled quickly to this point by placing in smaller quantities in shallow containers, reducing the amount of time sitting in the 'danger zone'.
- Not reuse disposable containers (e.g. Chinese food containers).
- Store dry foods in labelled and sealed, air-tight containers if not in original packaging.
- Store bulk dry foods only in food-safe and airtight containers.
- Use the FIFO (first in, first out) rule for all foods (dry, chilled, and frozen) to ensure rotation of stock so that older stock is used first.
- Store cleaning supplies separate to food items.

### ***Preparing and serving food:***

Our Service will:

- ensure that all cooked food is cooked through and reaches 75 °C
- Ensure that cooked food is served promptly, or
- Use a thermometer to ensure that hot food is maintained at above 60 °C until ready to serve.
- Ensure that prepared cold food is stored in the refrigerator maintained at below 5 °C until ready to serve.
- Discard any cooked food that has been left in the 'danger zone' for two or more hours. Do not reheat.
- Reheat cooked food (if required, for example for a child who was sleeping at lunch time) to a temperature of 70 °C (but only ever reheat once. Discard if the food is not eaten after being reheated).
- Keep cooked and ready-to-eat foods separate from raw foods.
- Wash fruit and vegetables thoroughly under clean running water before preparation.
- Thoroughly clean kitchen utensils and equipment between using with different foods and/or between different tasks.
- Avoid cross-contamination by ensuring that separate knives and utensils are used for different foods.
- Avoid cross-contamination by ensuring that colour-coded cutting boards are used
- Ensure that gloves are changed between handling different foods or changing tasks.
- Ensure that staff preparing food for children with food allergies or intolerances are proficient at reading ingredient labels.
- Ensure that food allergies and intolerances are catered for by using separate easily identifiable cutting boards, utensils, and kitchen equipment (e.g. using a colour code, or food-safe permanent marker).
- ensure all educators and staff are aware of children who have severe allergic reactions to certain foods as per ASCIA Action Plans
- Ensure that children with food allergies and/or intolerances are served their meals and snacks individually and that food is securely covered with plastic wrap until received by the child to prevent possible cross-contamination.

**Cleaning:**

Our Service will:

- Ensure that food preparation areas and surfaces are cleaned both before, after, and during any food preparation.

- Ensure that all cooking and serving utensils are cleaned and sanitised before use.
- Ensure that all dishwashing sponges, brushes, and scourers are cleaned after each use and allowed to air dry or placed in the dishwasher.
- Ensure the food storage area is clean, ventilated, dry, pest free, and not in direct sunlight.
- Ensure refrigerators and freezers are cleaned regularly and door seals checked and replaced if not in good repair.
- Prevent pest infestations by cleaning spills as quickly as possible and ensuring rubbish and food scraps are disposed of frequently.
- Ensure that floor mops are thoroughly cleaned and air dried after each use.
- Replace any cleaning equipment that shows signs of wear or permanent soiling.

***Personal hygiene for food handlers:***

Our Service will ensure:

- Clean clothing (apron) is worn by food handlers
- Long hair is tied back when serving food
- Strict hand-washing hygiene is adhered to, including washing hands each time they return to the kitchen before continuing with food preparation duties.

**All staff handling food will:**

- Ensure gloves (or food tongs) are used by all staff handling 'ready to eat' foods.
- Ensure children and staff wash and dry their hands (using soap, running water, and single use disposable towels or individual hand towels) before handling food or eating meals and snacks.
- Ensure food is stored and served at safe temperatures (below 5°C or above 60°C), with consideration to the safe eating temperature requirements of children.
- Ensure separate cutting boards are used for raw meat and chicken, fruit and vegetables, and utensils and hands are washed before touching other foods.
- Discourage children from handling other children's food and utensils.
- Ensure food-handling staff members attend relevant training courses and pass relevant information on to the rest of the staff.

Creating a positive learning environment



Our Service will:

- Ensure that educators sit with the children at meal and snack times to role-model healthy food and drink choices and actively engage children in conversations about the food and drink provided.
- Choose water as a preferred drink.
- Endeavour to recognise, nurture and celebrate the dietary differences of children from culturally and linguistically diverse backgrounds.
- Create a relaxed atmosphere at mealtimes where children have enough time to eat and enjoy their food as well as enjoying the social interactions with educators and other children.
- Encourage older toddlers and pre-schoolers to assist to set and clear the table and serve their own food and drink, providing opportunities for them to develop independence and self-esteem.
- Respect each child's appetite. If a child is not hungry or is satisfied, do not insist he/she eats.
- Be patient with messy or slow eaters.
- Encourage children to try different foods but do not force them to eat.
- Not use food as a reward or withhold food from children for disciplinary purposes.
- Role-model and discuss safe food handling with children.

## Service Program

Our Service will:

- Foster awareness and understanding of healthy food and drink choices through including in the children's program a range of learning experiences encouraging children's healthy eating.
- Encourage children to participate in a variety of 'hands-on' food preparation experiences.
- Provide opportunities for children to engage in discovery learning and discussion about healthy food and drink choices.
- Embed the importance of healthy eating and physical activity in everyday activities and experiences.

## Cooking with children

Cooking can help develop children's knowledge and skills regarding healthy eating habits. Cooking is a great, fun activity and provides opportunities for children to be exposed to new foods, sharing of recipes and cooking skills. On these occasions participating educators will be vigilant to ensure that the experience remains safe, and relevant food hygiene practices are adhered to.

## Communicating with families

Our Service will:

- Request that details of any food allergies or intolerances or specific dietary requirements be provided to the Service and work in partnership with families to develop an appropriate response so that children's individual dietary needs are met.
- Communicate regularly with families about food and nutrition related experiences within the Service and provide up to date information to assist families to provide healthy food choices at home.
- Communicate regularly with families and provide information and advice on appropriate food and drink to be included in children's lunchboxes. This information may be provided to families in a variety of ways including factsheets, newsletters, during orientation, information sessions and informal discussion.
- Discuss discretionary choices- (food and beverages which are not necessary as part of a balanced diet) with families and if necessary, remove items from children's lunch boxes. Alternative healthy food will be offered to children.

## Source

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*Food Standards Australia and New Zealand Act 1991*

Food Standards Australia New Zealand. (2016). Safe Food Australia – A guide to the food safety standard (3<sup>rd</sup> Ed.):  
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National Health and Medical Research Council. Eat for health: <https://www.eatforhealth.gov.au/>

NSW Food Authority: <http://www.foodauthority.nsw.gov.au/>

NSW Government. Healthy Kids. (2019). Munch and Move: <https://www.healthykids.nsw.gov.au/campaigns-programs/about-munch-move.aspx>

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The Australian Dental Association: <https://www.ada.org.au/Home>

The Department of Health. Get Up & Grow: Healthy Eating and Physical Activity for Early Childhood – Staff/Carers Book:  
<http://www.health.gov.au/internet/main/publishing.nsf/Content/phd-gug-staffcarers>

Work Health and Safety Act 2011

Victoria State Government Education and Training Nutrition Australia *Healthy eating in the National Quality Standard a guide for early childhood education and care services*

Work Health and Safety Regulations 2011.

## REVIEW

|                 |  |                  |          |
|-----------------|--|------------------|----------|
| POLICY REVIEWED | May 2020   | NEXT REVIEW DATE | May 2021 |
| MODIFICATIONS   | <ul style="list-style-type: none"> <li>• minor additions- discretionary foods, online shopping</li> <li>• addition of health professional's information to ensure best practice</li> <li>• sources checked for currency</li> </ul>   |                  |          |
| POLICY REVIEWED | May 2019   | NEXT REVIEW DATE | May 2020 |
| MODIFICATIONS   | <ul style="list-style-type: none"> <li>• Rearranged the order of points for better flow</li> <li>• Points added (Highlighted).</li> <li>• Sources checked for currency.</li> <li>• Sources/references corrected, updated, and alphabetised.</li> <li>• Incorrect links deleted and replaced with correct ones.</li> <li>• Minor formatting for consistency throughout policy.</li> </ul>   |                  |          |
| May 2019        | <ul style="list-style-type: none"> <li>• Food hygiene section added, comprising of:               <ul style="list-style-type: none"> <li>- Buying and transporting food</li> <li>- Storing food</li> <li>- Preparing and serving food</li> <li>- Cleaning</li> <li>- Personal hygiene for food handlers</li> </ul> </li> <li>• Heading added to existing information – 'All staff handling food will:'</li> <li>• New section added: Cooking with Children.</li> </ul> |                  |          |

|                               | <ul style="list-style-type: none"> <li>• Additional information inserted into existing points (highlighted)</li> <li>• New source added</li> <li>• Risk minimisation for choking</li> </ul>     |                  |
|-------------------------------|---|------------------|
| POLICY REVIEWED               | PREVIOUS MODIFICATIONS  | NEXT REVIEW DATE |
| May 2018                      | Minor grammatical changes made to content.<br>(Not critical to its delivery)  | May 2019         |
| October 2017<br>February 2018 | Updated references to comply with the revised National Quality Standard<br><br>Terminology update in opening statement  | May 2018         |
| May 2017                      | Further research has been conducted, updating the rationale and terminology throughout the policy.<br><br>Have incorporated embedding healthy eating and physical activity in the daily program | May 2018         |