



St Raphael's School OSHC

2024

Nutrition Food Safety Policy



Implemented 2024

Reviewed

Policy Statement

The quality of care for children includes provision of nutritional food and water. This policy aims to provide clear in relation to food preparation and consumption..

Our OSHC Service will:

Where food is provided by the OSHC Service:

- Eliminate use of known allergens ie nuts and gluten or lactose where needed
- 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 high protein alternatives
- plan and display the OSHC Service menu (at least one week at a time) that is based on sound menu planning principles and meets some 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
- develop the menu in consultation with children, educators and families
- celebrate diversity by valuing and including foods of different cultures

Management/Nominated Supervisor/Educators will:

- ensure water is readily available for children to drink
- ensure children remain seated while eating and drinking
- supervise children whilst eating and drinking
- encourage and provide opportunities for staff and educators to undertake regular professional development to maintain and enhance their knowledge about early childhood nutrition
- 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 • ensure food is presented attractively
- not allow food to be used as a form of punishment or to be used as a reward or bribe

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. (Foodsafety.gov, 2019). Our OSHC Service will strictly adhere to food hygiene standards to prevent the risk of food poisoning. Buying and transporting food Our OSHC 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 within cartons: Never buy dirty or cracked eggs.
- 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 oC to 60 oC) on the trip back to the Service by:
 - o not getting chilled frozen, or hot food items until the end of the shopping.
 - o placing these items in an insulated shopping bag or cooler
 - o immediately unpacking and storing these items upon the return to the Service
 - o Immediately unpacking and storing these items upon the return to the Service. Storing food Our OSHC Service will:
- ensure the refrigerator and freezer has a thermometer and that the refrigerator is maintained at 5 oC or below and the freezer is maintained at -17 oC 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 dry foods in cupboards or if in a walk-in pantry, on shelving no lower than 30cm from the floor
- not place anything on the floor of a walk-in pantry (as containers of any type create easy access to shelves for mice and rats).
- 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 OSHC Service will:
 - ensure that all cooked food is cooked through and reaches 75 oC
 - ensure that cooked food is served promptly, or
 - use a thermometer to ensure that hot food is maintained at above 60 oC until ready to serve.
 - ensure that prepared cold food is stored in the refrigerator maintained at below 5 oC 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 oC (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
 - ensure unused washed fruit or vegetables are thoroughly dry before returning to storage
 - ensure food that has been dropped on the floor is immediately discarded
 - 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 cutting boards are thoroughly cleaned after use

- 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 cutting boards, utensils, and kitchen equipment
- ensure that children with food allergies and/or intolerances are served their meals and snacks individually on an easily identifiable plate (e.g. different colour), and that food is securely covered with plastic wrap until received by the child to prevent possible cross-contamination
- ensure all educators and staff are aware of children who have severe allergic reactions to certain foods as per ASCIA Action Plans
- ensure that unwell staff do not handle food.

Cleaning Our OSHC 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
 - replace any cleaning equipment that shows signs of wear or permanent soiling.
- Personal hygiene for food handlers Our OSHC Service will:

- strict hand-washing hygiene is adhered to, including washing hands each time they return to the kitchen before continuing with food preparation duties
- wounds or cuts are covered with a brightly coloured, waterproof dressing (that will easily be seen if it falls off), and gloves will be worn over any dressings
- staff who are not well will not prepare or handle food. All staff handling food will:
 - 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 gloves (and food tongs) are used by all staff handling 'ready to eat' foods.
 - ensure food is stored and served at safe temperatures (below 50C or above 60C), 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 OSHC 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
 - choose foods from the five food groups
 - 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 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
 - 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. During any cooking experience, educators will be vigilant to ensure that the experience remains safe, and relevant food hygiene practices are adhered to. Communicating with families Our OSHC Service will:
 - provide a copy of the Nutrition and Food Safety Policy to all families upon orientation at the Service
 - provide opportunities for families to contribute to the review and development of the policy
 - request that details of any food allergies or intolerances or specific dietary requirements be provided to the OSHC Service and work in partnership with families

to develop an appropriate response so that children's individual dietary needs are met

- display menus for families to view easily • 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.
- 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.

Where food is brought from home:

- encourage children to eat the more nutritious foods provided such as sandwiches, fruit, cheese and yoghurt, before eating any less nutritious food provided
- food items that should not be brought to the OSHC service include confectionary (lollies, sweets, chocolate, jelly), deep fried foods (chicken nuggets, fish fingers) and sugary drinks (cordial, energy drinks).

Source Australian Children's Education & Care Quality Authority. (2014). Australian Government Department of Education, Skills and Employment. My Time Our Place- Framework for School Aged Children. (2011). Australian Government Department of Health Eat for Health The Australian Dietary Guidelines <https://www.eatforhealth.gov.au/guidelines>

Food Act 2001 Food Regulation 2015 Foodsafety.gov. (2019): <https://www.foodsafety.gov> Food Safety Standards (Australia only). (2015): <http://www.foodstandards.gov.au/industry/safetystandards/Pages/default.aspx> Food Standards Australia and New Zealand Act 1991 Food Standards Australia New Zealand. (2016). Safe Food Australia – A guide to the food safety standard (3rd Ed.): <http://www.foodstandards.gov.au/publications/Pages/safefoodaustralia3rd16.aspx> Food Standards Australia New Zealand: <http://www.foodstandards.gov.au/Pages/default.aspx> Guide to the Education and Care Services National Law and the Education and Care Services National Regulations. (2017). Guide to the National Quality Standard. (2020). National Health and Medical Research Council. Australian Dietary Guidelines 2013): <https://www.nhmrc.gov.au/about-us/publications/australian-dietary-guidelines> National Health and Medical Research Council. Department of Health and Ageing. Infant Feeding Guidelines. (2013): https://www.eatforhealth.gov.au/sites/default/files/files/the_guidelines/n56b_infant_feeding_summary_130808.pdf National Health and Medical Research Council. Eat for health: <https://www.eatforhealth.gov.au/> NSW Food Authority: <http://www.foodauthority.nsw.gov.au/> NSW Ministry of Health Eat Smart Play Smart- A manual for Out of School Hours Care. Third Edition (2016). Revised National Quality Standard. (2018). The Australian Dental Association: <https://www.ada.org.au/Home> 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 Act 2011 Work Health and Safety Regulations 2011.

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