

Food Provision Policy

Health and Social Care Standards: 1.33, 1.34, 1.35, 1.36, 1.37, 1.38, 1.39, 3.14

Statement

Hillside School are committed to increasing children's understanding of a healthy diet. At nursery, mealtimes support the teaching, discussion and promotion of a balanced diet, healthy food choices and good eating habits. Mealtimes at Hillside School Nursery will provide children with the opportunity to experience and taste a wide variety of healthy foods alongside developing an appreciation that eating can be an enjoyable activity. During all mealtimes, infection control procedures will be followed to ensure safe practices. Food will be sourced by the school catering team from reputable suppliers, stored appropriately and used within the date specified. Children's individual requirements will be met and staff will be trained appropriately to support this.

Practices

- The school catering team will work alongside the practitioners here at Hillside School Nursery and will follow best practice guidance including *Setting the Table: Nutritional guidance and food standards for early years childcare providers in Scotland*¹ when planning our meal menus and baking activities with the children.
- The weekly menu will provide children with a varied diet.
- All children will have suitable food made available to them.
- Water and milk is always on offer and children are supported/encouraged to make a personal choice of their preferred drink option at the time of serving. The children also have the opportunity to ask for more if they wish.
- Parents will be advised if their child is not eating well.
- Parents of children on special diets will be asked to provide as much information as possible about suitable foods for their child e.g. through Personal Plan meetings.
- Mealtimes will support children's independence and Hillside School very much values this. Children wash their hands before and after mealtimes and are responsible for organising their own seating, self service of food, as well as for tidying away their own dishes/cutlery at the end of the mealtime etc.
- Children will be encouraged to develop good eating skills and table manners.
- Children may also be given the opportunity to try foods from different cultures as we explore and celebrate our multicultural society.

¹ January 2015, NHS

- Mealtimes are an ideal time to develop key language skills. Staff members will use these experiences to talk about food, support dialogue and encourage children's ability to request and follow instruction with increased independence.
- Fridge and Freezer temperatures are checked daily.
- Food will be stored according to instructions on packaging, and this will be relayed to practitioners when they collect the catering trolley from the catering team.
- **Hillside School Nursery is a health promoting school therefore we are unable to accept any food items for distributing to children including birthday cakes/treats.**
- We will adhere to our *Infection Control policy* and guidelines outlined in *Infection Prevention and Control in Childcare Settings: Day Care and Child-Minding Settings*² when preparing and serving food for snack

Free Flow Snack

Snack can be served to children either as a whole group experience or as a 'free flow' routine, indoors or outdoors at Hillside School Nursery. After a soft start period at the beginning of each session, snack is on offer for children who want to eat/drink. Children will engage with snack at different times throughout the session, and a child's 'snack time' will alter from day to day - depending on how they are feeling and what they are doing at any particular point during their session. A member of staff may offer snack to a child, but if the child is engaged with an activity, they may choose to wait a little longer before coming for snack. Snack is not intended to interrupt quality play/learning and can be flexible.

It may be that a child chooses not to have snack whilst attending a particular session and there could be many reasons for this. It could be a one-off situation or an area that is being developed in partnership with members of staff. However, staff will always encourage children to have snack in some capacity and communication with parents/carers will be made aware if required.

As mentioned above, snack is an ideal time to develop key language skills. Staff members use the smaller groupings during free-flow snack to talk about food, support dialogue and encourage children's ability to request and follow instructions with increased independence.

(Lunch and High Tea will be served as a class group experience)

² September 2015, NHS and Health Protection Scotland
April 2021, *Coronavirus (COVID-19): Guidance on reducing the risks from COVID-19 in Early Learning and Childcare Settings*

Lunch and High Tea

For children attending the extended hours option, a lunch meal and a high tea will be provided as part of their session. This will be catered for as a whole group experience to ensure appropriate food storage and serving conditions are maintained and adhered to. Practitioners will follow the same routine for all mealtime experiences to ensure continuity and stability across the day.

Procedures

1. The staff member responsible for collecting and serving food should have relevant training e.g. Food hygiene.
2. The staff member responsible for collecting and serving food should read allergies/dietary requirements and be aware of the number of children in attendance that day. A list of children with allergies/dietary requirements is always kept visible in the Nursery for staff to be aware of and refer to. They should pass this information on to the catering team by 9.30am each morning to ensure requirements are noted and actioned.
3. Snack items will be provided by the catering team on a Tuesday morning and all lunch and high tea items will be collected at 11.45am every day.
4. Tables should be wiped down with hot soapy water throughout the mealtime experience.
5. Staff are required to thoroughly wash hands with hot soapy water and then place on a disposable apron prior to participating in any food preparation.
6. Staff are required to thoroughly wash hands with hot soapy water and place on a disposable apron prior to serving food.
7. Children may be assigned to help with mealtime preparation and will be supported to wash their hands before and after doing so.
8. **Snack** foods will be placed in serving dishes for children to help themselves to. Staff will give instructions on portion size and provide utensils for self-serving food. Numerals are placed next to particular food items to indicate how much children are initially allowed to take. This is to ensure there is enough for everyone. Some children may take less. If a child wants more, they will be encouraged to eat what they have already selected first. Children can have as much fruit/vegetables as they wish, but numerals again indicate how much to initially select. Fruit and vegetables are on offer every day.
9. Any packages opened (and not used within a given day) will be kept according to instructions and labelled, where appropriate, with information including date opened and expiry date.

10. One staff member will supervise during snack time to ensure all children have been asked if they would like to participate in this mealtime opportunity within a given session.
11. All staff members on the floor will be asked to support the lunch and high time opportunity and all children will be asked to participate in these mealtimes. Children will be encouraged to sit together in small groups to converse, socialise and enjoy the foods that are on offer to them
12. Children will be encouraged to wash their hands in hand washing sinks and collect their own name tag ahead of sitting down. They are then encouraged to place it at a suitable and available space at the pre-prepared food serving tables before collecting their plate/bowl and cup.
13. Children will be encouraged to self-serve their snack and will be encouraged to pour themselves water/milk to drink at every mealtime
14. Staff will support conversations between children and engage in conversation with them - developing literacy skills in line with Listening and Talking organisers outlined in the *Curriculum for Excellence*.
15. Once finished eating, children will ask to leave the table and clear their dishes/cups of any excess/unconsumed food/drink and place them on the shelf or in a dishwasher tray for collection.
16. The staff members responsible for organising each mealtime will clean the area with hot soapy water and antibacterial spray in preparation for the next sitting eg at snack time
17. When all children have finished eating the staff members will clean the tables with hot soapy water and antibacterial spray as well as sweep the floor. They will then prepare the area for play once more
18. The staff members will place the tray in the dishwasher and switch it on.
19. The staff members will take the tray out of the dishwasher and place on the worktop.
20. A staff member may invite children to help dry dishes, once they have cooled from the dishwasher.
21. An identified staff member should remain within the snack area during mealtimes, and will continue to wear appropriate PPE e.g. an apron, clean mask etc
22. All catering equipment and resources will be collected and returned to the main school kitchen just prior to, and immediately after lunch and high tea.

Children's Involvement may include:

- Helping to prepare snack
- Planning snack menus
- Ordering shopping online
- Developing their independence skills
- Engaging in taster sessions and giving feedback on their likes/dislikes
- Learning about foods they consume

Scottish Government, 2014, "Children and Young People (Scotland) Act 2014 Early Learning and Childcare"
<https://www.gov.scot/binaries/content/documents/govscot/publications/guidance/2014/08/early-learning-childcare-statutory-guidance/documents/00457025-pdf/00457025-pdf/govscot%3Adocument>

Care Inspectorate, 2014, "Setting the table"
<http://hub.careinspectorate.com/media/177298/nhs-setting-the-table.pdf>

Care Inspectorate, 2018, "Food Matters"
<https://hub.careinspectorate.com/media/836652/food-matters-nurturing-happy-healthy-children.pdf>

Care Inspectorate, 2014, "Hand Hygiene: Information to Support Improvement"
<https://hub.careinspectorate.com/media/208454/hand-hygiene-information-to-support-improvement.pdf>

Health Protection Scotland, 2018, "Infection Protection and Control in Childcare Settings"
<https://www.hps.scot.nhs.uk/resourcedocument.aspx?id=6606>

The United Nations Convention on the Rights of the Child (UNCRC) (1989):
Article 24: (Health and health services): Children have the right to safe drinking water, nutritious food, a clean and safe environment and information to help them stay healthy

Aberdeenshire Council, 2012, Supporting Children with Special Dietary Requirements
<https://aberdeenshire.sharepoint.com/sites/Arcadia/services/Pages/Education%20and%20Children's%20Services/Education%20and%20Learning/Children's%20Services/Special-Dietary-Requirements-.aspx>

Training:

Training on Healthy eating can be found at:

<https://aldo.aberdeenshire.gov.uk>

Elementary Food Hygiene REHIS Course

Food Hygiene Refresher

REHIS Intermediate Food Hygiene Course

REHIS Controlling the risk of Cross Contamination