



Food Hygiene Policy

Pre-school Manager: Nicky Benson-Dare

This policy will be reviewed annually. It will also be revised following any concerns and/or updates to national and local guidance and procedures.

Statement

At St Peter's Busy Bees Pre-school we maintain the highest possible food hygiene standards with regards to the purchase, storage, preparation and serving food. We have Level 2 Food Hygiene qualified staff. In our setting we provide and serve food for children on the following basis: snacks, packed lunches.

Aim

We aim to provide children in our care with food that is safe, healthy and contributes to a nutritious, well-balanced diet.

Procedures

- Managers ensure risk assessments apply to the purchase, storage, preparation and serving of food to prevent growth of bacteria and food contamination.
- All staff follow the Food Hygiene guidance.
- At least one person has an up-to-date Food Hygiene Certificate.
- The person responsible for the preparation and serving of “snack” carries out the daily risk assessments*, checking the temperature of the fridge, and the kitchen facilities.
- Food is stored at correct temperatures and checked to ensure it is not subject to contamination.
- Packed lunches are stored in a cool place and served within 4 hours of the session starting.
- Food preparation areas are cleaned before as well as after use, using anti-bacterial spray and disposable paper towels. The area is completely dried before use.
- There are facilities for hand-washing and for washing up; staff ensure that our own equipment such as drying racks and washing up bowl is used.
- All utensils are cleaned and stored away appropriately.
- Waste food is disposed of daily.
- Cleaning materials and other dangerous materials are stored away from children's reach, in a high cupboard.
- Children do not have unsupervised access to the kitchen; the door is to be kept shut at all times.
- When taking part in cooking activities, children:
 - are supervised at all times.
 - are told about the importance of hand washing and simple hygiene rules.

- do not have any access to the kitchen.

Reporting food poisoning

- Food poisoning can occur for a number of reasons, not all cases of sickness or diarrhoea are as result of food poisoning and not all cases need to be reported.
- If a child/adult has been diagnosed by their GP or a hospital doctor to be suffering from food poisoning, (and the outbreak can be traced back to the setting) then the manager will contact the Environment Health Department and the Health Protection Agency to report the outbreak and will comply with the any investigation.
- If the food poisoning is identified as a notifiable disease under the Public Health (Infectious Diseases) Reg. 1988, the setting will report the matter to Ofsted within 14 days of the incident.