



Nutrition, Food and Beverage, Dietary Requirements Policy

Rationale:

The staff at Kyabram P-12 College OSHC acknowledge the importance of healthy eating behaviours and active play that contribute to good health and overall wellbeing.

This policy will provide guidelines to:

- Promote and encourage the importance of a healthy lifestyle, which includes eating nutritious food and participating in active play.
- The provision of safe, varied and inviting food that is of nutritional benefit to the children, and caters for the individual needs of the children attending the centre.
- Provide effective food safety practices and minimise the risk of burns and scalds from hot drinks.

Aim:

- Promoting and educating children and their parents/guardians about healthy food and healthy eating habits and active play that ensure healthy growth and development.
- Providing a pleasant and attractive place for meals and snack times that are inclusive, culturally appropriate, and sensitive occasions and provide an environment for social learning and positive interaction.
- Ensuring the nutritional needs and/or dietary requirements of children are appropriately catered for, whilst they are attending the centre.
- Provide a flexible approach to serving and consuming food for children attending the centre.
- Complying with all legislative requirements.
- The safety and well-being of all children enrolled at the centre.
- Taking all reasonable precautions to reduce potential hazards to children on the premises.
- The education of staff, parents/guardians, other users of the centre, and the community, in the prevention of scalds and burns from hot drinks.

Procedure:

The Kyabram P-12 College OSHC Committee are responsible for:

- Providing up-to-date information to parents/guardians on the safe provisions of food for their children.
- Ensuring staff are informed of current information relating to nutrition and food safety.



- Ensuring staff compliance with food safety practices and responsible consumption of drinks.
- Ensuring that staff maintain regular cleaning of the kitchen area.
- Complying with the requirements in relation to hygiene and the provisions of food that is safe for consumption.
- Discussing and communicating with staff/parents/guardians regarding acceptable and responsible practices for the consumption of hot drinks at Kyabram P-12 College OSHC.
- Encouraging parents/guardians to make healthy food choices and promoting optimum health for young children.
- Reviewing annually, in consultation with the staff, parents/guardians, the procedures for celebrations. The guidelines need to reflect the needs of families and children in relation to nutrition, cultural diversity, religion, age appropriateness and allergy risk.
- Ensuring that, meal times and relaxation, social play and eating environments support children and families to make healthy choices for eating.

The staff are responsible for:

- Before handling food, washing hands according to guidelines. If interrupted, to wash hands again before continuing.
- Ensuring that hand basins are only used for washing hands, faces or cleaning teeth.
- Providing posters above wash basins with information on correct hand washing procedures.
- Ensuring the provision of soap and paper towels in the kitchen area.
- Ensuring that all wounds or cuts on hands or arms are adequately covered. If the wound is on the hand, disposable gloves are to be worn over the top of the wound strip if involved in food handling.
- Keeping the kitchen clean and tidy at all times including the fridge.
- Ensuring that all food contact surfaces, appliances and equipment are cleaned after use.
- Using separate utensils, chopping boards and other equipment for raw and for ready-to-eat foods to avoid cross contamination. If this is not possible, thoroughly wash and sanitise equipment between uses.
- Disposing of any eating or drinking utensils that are chipped, broken or cracked and informing the OSHC committee of any items which need replacement.
- Restricting the food preparation areas for that purpose only.
- Removing hazardous food where identified and offering children an alternative snack.
- Using utensils such as tongs, spoons, and spatulas for cooked or ready-to-eat foods. Raw food which will be cooked can be safely handled with bare clean hands.
- Washing hands before putting on gloves and putting on new gloves when changing from raw food to ready-to-eat food.
- Where required, maintaining hot food at over 60°C and cold food at below 5°C.

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- Ensuring that refrigerators and freezers are operating and reporting malfunctioning equipment.
- Ensuring any items placed in the fridge/freezer are covered with a lid, foil or plastic film.
- Using paper towels to clean up spills.
- Including discussions on nutrition and food safety in the children's program to increase awareness and understanding of the reasons for good practice.
- Notifying the co-ordinator of inability to work if affected with vomiting or diarrhoea within the last 24 hours. Ensuring persons suffering from diseases which are likely to be transmitted through food that they are not involved in food handling.
- Ensuring that where hot drinks are being consumed by staff, parents, visitors to the centre, students and volunteers are reminded of the centre's commitment to the prevention of burns and scalds from hot drinks where appropriate. Reasonable precautions in all the circumstances are taken to keep the hot drinks from the reach of children.
- Supporting this policy when organising excursions and centre events.
- Keeping food away from direct sunlight.
- Ensuring food is not shared as a precaution in relation to allergies, as well as drink bottles that other children may have, and discussing with children the reason for this.
- Role modelling acceptable social behaviour at snack times as well as eating healthy foods and drinking water.
- Sitting with children at snack times for safety, learning and socialisation.
- Ensuring children have access to clean drinking water whenever needed.
- Ensuring children have access to clean potable water when on excursions.
- Not using food as a reward or for punishment or to provide comfort instead children are given positive encouragement and feedback.
- Encouraging healthy fruit and vegetable options for snacks in place of chips, chocolates, lollies etc.
- Exploring and discussing cultural, social and family lifestyles.
- On occasional basis, providing food that has been produced through food related activities involving the children. These food experiences will focus on healthy options particularly promoting fruit and vegetables. Children will be encouraged to try new foods with a range of colours, textures, aromas and flavours.
- Encouraging and directing children to wash their hands before they eat or drink.
- Teaching children to turn away and cover their mouth when they cough or sneeze and then to wash their hands.
- Ensuring tables are wiped with appropriate cleaning materials prior to children using them for food consumption.
- Making sure children are sitting when they eat and drink
- Washing and sanitising all dropped utensils prior to re-using.



- Discouraging children from sharing utensils and sharing food they have begun to eat.
- Promptly cleaning up any food or drink that is dropped indoors or outdoors.
- Promoting fruit and vegetables are encouraged as regular choices for snacks.
- Introducing and involving children in discussions about “sometimes” and “all the time” food options.
- Encouraging children to be independent at snack and meal times with self-feeding, serving and utensils.
- Ensuring long hair is tied up when cooking with children.
- Choosing age-appropriate cooking experiences with regard to size and texture of food.
- Respecting cultural and/or personal food differences.
- Ensuring children wash their hands before participating in the cooking experience.
- Catering for children who have special dietary requirements (including allergies) for health, medical or cultural reasons.
- Providing children with protective aprons or smocks.
- Ensuring food provided for celebrations is kept in a container or covered with foil or plastic wrap.
- Keeping food in the refrigerator until it is to be served if required
- Assisting families with safe food handling practices when providing food for special occasions.

The parents/guardians are responsible for:

- Providing details of specific nutritional requirements (including allergies) on their child’s enrolment form and to discuss these with the qualified staff member prior to the child commencing at the centre and whenever these requirements change.
- Assisting staff to comply with this policy and the Anaphylaxis policy by refraining from preparing food to be brought from home for special occasions according to an “allergy-friendly” recipe for the purpose of, or with the intention of, providing it to all children attending the centre, including those who have known allergies.
- Washing hands if participating in food preparation.

POLICY REVIEW AND APPROVAL

Policy last reviewed	May 2023
Consultation	August 2023 College Council August 2023 College Newsletter
Approved by	College Council
Next scheduled review date	June 2026