



FOOD MANAGEMENT POLICY

This policy links to the following:

- Equality and Diversity
- Volunteering
- Partnership with parents and the local community
- Family trips and off-site activities
- Food Handlers Golden Rules

Amendment History

Version/Issue Number	Date	Author	Remarks/Reason for change	Review Date
1	October 2016	Nikki Gray Daphne Sohl	In line with Healthy Children's Centre accreditation	October 2019

This policy will be reviewed in October 2019 or sooner if there any amendments that need to be implemented following changes in government legislation/guidelines



Food Policy

1. Statement of intent/policy statement

Walton and Weybridge Children's Centre regards snack and meal times as an important part of some of the sessions. Snack time represents a social time where children can learn about healthy eating and try different foods. The Centres will provide snacks that are safely prepared which are healthy, low in sugar and salt and that meet children's individual medical/dietary needs, religious and cultural requirements for all families.

2. Aim/purpose

The Children's Centres will:

- Where snacks are provided during sessions, these will be healthy and will always be primarily fresh fruit or vegetables, rice cakes or breadsticks or food that is low in sugar and salt
- Organise meal and snack times so that they are social, happy occasions in which families and staff participate and help children develop independence through making choices about what they eat and drink
- Ensure that children wash their hands before eating and drinking
- Use food as a means of raising awareness among families of other cultures and observe festivals e.g. Diwali, Chinese New Year. This provides an opportunity for families to learn about other cultures and religions, as well as experience unfamiliar food items, textures and tastes
- Encourage parents/carers to provide a healthy and balanced diet for their children at home, through sharing knowledge for example, the Eatwell Plate, Start 4 Life literature, weaning, Henry and cooking skills courses
- Organise meal and snack times so that they are social occasions in which families and staff participate and help children develop independence through making choices about what they eat and drink
- Ensure that staff model good behaviour with their eating habits and table manners
- Not rush children who are slow eaters
- The centre will have fresh drinking water available for the children at all times
- When cooking with families, no fresh uncooked meat will be used
- One member of staff will hold a Food Hygiene Certificate
- Parents will be discouraged from bringing in their own snacks apart from fruit or vegetables for themselves or their children as we are unable to establish what might be in them as there may be children who have an allergy

This policy applies to everyone in the centre including staff, volunteers, families and visitors. 'Staff' includes both those employed by the county council as well as those from other agencies who provide services at the centre.



3. Mandatory systems and procedures

The Children's Centre Leader/Manager will ensure that:

- a. There is always a range of fresh fruit/vegetables when snacks are served
- b. Staff running a session where snacks are served take responsibility for tidying and washing up afterwards
- c. Staff consult with families over special dietary/cultural/religious requirements
- d. There is budget/petty cash available for purchasing snack material

4. Implementation, methods

The Children's Centre Leader/Manager will keep a regular check on this provision through supervision with staff who work directly with children and liaison with other agencies' staff that provide services for children where food might be served.

5. Monitoring and reviewing

- It is the responsibility of the Children's Centre Leader/Manager to monitor and review the effectiveness of all policies relating to the centre.
- The Children's Centre Leader/Manager will review and update this policy in line with the children's centre policy review cycle in line with Healthy Children's Centre audit
- The Children's Centre Manager will update and amend this policy and its procedures in line with any emerging and relevant government legislation or county council guidance

It is intended that by adopting this policy and keeping staff, volunteers, families and the management committee informed/trained and up-to-date with procedures, the centre can avoid the need for complaints. However, the Children's Centre Manager is the first point of contact should any queries arise over this policy and its related procedures.

Policy endorsement

This policy is agreed and signed by the governing body of Grovelands School

Signed:

Name: Tyrone Lawless
Chair of Governors
October 2016

Signed:

Name: Liz Nicholls
Executive Head
October 2016