

## 5.1 Nutrition, Dietary Requirements, and Food Safety

### **Policy Statement**

Tewantin State School OSHC provides food as part of the service's education and care. The service recognises and acknowledges the importance of providing food that is both nutritious and appropriate to the needs of the children. We encourage and promote the health and wellbeing of children by providing positive learning experiences during meal/snack times where good nutritional food habits are developed in a happy, social environment. Parents are supported to understand the benefits of this approach to nutrition for their children.

The food and meals provided by the service will be adequate for the situation. Where desired, children will also be able to access food they may have brought to the service in their lunchbox. Drinking water will always be available and accessible to children.

### **Safe Food Handling Practices**

The service has strict procedures to ensure food prepared, stored and served by the service upholds food safety standards, with a food safety program implement to ensure this outcome. While the food safety program covers the entirety of the service's food handling practices, a key focus is around the safe preparation and storage of potentially hazardous food items, which are—

Foods that must be kept at a particular temperature to minimise the growth of food poisoning bacteria that may be in the food, or to stop the formation of toxins. These types of food are typically protein-rich foods (such as meat, dairy products), processed fruit and vegetables. and previously cooked food.

### **Health and Nutrition Guidelines**

The service's menus and food available will be based on information from recognised health authorities, such as government health department and other organisations with recognised expertise in nutrition (e.g. Nutrition Australia, Heart Foundation, Queensland Health). The primary guidelines for menu items will be based on the National Health and Medical Research Council's 'Australian Dietary Guidelines'.

Importantly the service recognises the following key points from the Australian Dietary Guidelines:

- Children and adolescents need sufficient nutritious foods to grow and develop normally.
- In enjoying a wide variety of nutritious foods. Children adolescents should be encouraged to:
  - eat plenty of vegetables, legumes and fruits.
  - eat plenty of grain (cereal) foods, (including breads, rice, pasta and noodles), preferably wholegrain.
  - include lean meat, fish, poultry and/or alternatives.
  - include milks, yoghurt, cheese and/or alternatives.
  - Reduced fat varieties should be encouraged.
  - choose water as a drink.
- Likewise, care should be taken to:

- limit saturated fat.
- choose foods low in salt.
- consume only moderate amounts foods containing added sugars.
- Prepare and store children’s food safely.

### **The Eating Environment**

Outside of the food provided by the service, we are committed to promoting healthy eating habits and providing nutritious food and drinks that meet the needs of children. We aim to influence children and families about making informed food choices and to create a positive and enjoyable eating environment. Educators will encourage and involve children in conversations and routines that promote healthy eating and good nutrition.

### **Programming – Food Based Activities**

Cooking and preparing food with children also serves as a valuable program activity. Educators will ensure these activities reflect a safe environment for children’s participation and consumption. Relevant precautions will be taken to consider the need for specific risk assessment, based on the nature of the activities and environment.

## **Key Tasks and Responsibilities**

Menu Development	The Approved Provider will ensure the relevant guidelines are available to ensure the food available to children is suitable. The Nominated Supervisor is to monitor the menu planning to ensure it reflects the relevant guidelines and expectations.
Food Preparation and Handling	The Nominated Supervisor or Responsible Person will monitor educator practices to ensure the food safety program is followed. The Nominated Supervisor will also ensure educators access relevant training and instruction, and the cleanliness of food preparation area is maintained.
Eating Environment	The Nominated Supervisor and Responsible Person is supported by educators to ensure the eating environment remains a pleasant and suitable space for children to consume meals and socialise.

## **Procedures**

### Menu Development

#### **Health and Nutrition**

1. The Nominated Supervisor will ensure that educators are provided with adequate training and instruction in relation to food handling and storage procedures, including induction processes to inform educators on the service’s practices for food safety.

2. Persons tasked with developing menu plans will have relevant understanding of nutritional guidelines, procedures and requirements of the service to serve adequate, healthy and nutritious food.
3. The service will continually consider the additional training needs, and where relevant, educators will be encouraged to attend professional development on food and nutrition themes.

### **Developing a Menu Plan**

The service provides food – typically breakfast and afternoon tea – for the relevant sessions of care. A weekly menu is prepared to ensure the food provided reflects the relevant guidelines for nutrition and healthy eating:

1. In preparing the weekly menu, the educator responsible will demonstrate a wide variety of nutritious foods, including designing items to encourage plenty of desirable foods (vegetables, fruits, grain).
2. All menus will be planned in advance (at least the month prior).
3. As far as practical, the menu will include plenty of fresh foods, as opposed to pre-packaged and prepared foods.
4. Special dietary needs will be provided for with relevant alternatives or where otherwise impractical, the service will make individual arrangements with families.
5. Food or beverages provided will take into account any specific cultural or religious requirements.
6. Consideration will be given to preferences of children. In conjunction with the Children's voices list
7. Children, families and other educators are encouraged to contribute ideas for the menu.

The weekly menu will be displayed near the entrance of the OSHC and will accurately describe the foods to be served throughout the week.

### **Drinking Water**

The Nominated Supervisor will ensure that children have ready access to safe drinking water.

Water will be the preferred drink (milk and other drinks may be available on occasions).

Educators will encourage children to drink extra water during the summer months or after/during vigorous activities.

## **Food Safety Program**

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### **Purchasing Food and Receiving Food Items**

The service will purchase food products from reputable food businesses, primarily traditional supermarket businesses. The choice of supplier will be limited to those whose services and products have been found to be reliable.

Largely, products are delivered to the service from the supplier. When products are purchased and are delivered, the following conditions must be met-

1. Food should be covered or packaged (without damage) on arrival.
2. The staff member collecting the food or products should inspect to ensure no food or product is spoiled, has damaged packaging or past used-by date.
3. The staff member should check the temperate of the food including –
  - a. Chilled food is at or below 5°C.
  - b. Frozen Food is hard not partly thawed.
4. Food not meeting these requirements should be rejected.
5. The food or products should be immediately placed in the appropriate storage location.

### Food Storage

Food must be stored in an appropriate environment to protect it from contamination and to maintain the safety and stability of the food, including—

<b>Dry Storage (pantry/ cupboard)</b>	<p>Educators to inspect for signs of pests and the premises is regularly treated by a licensed pest controller.</p> <p>Opened packaged products are stored in clean, sealed food grade containers (or re-sealable packaging).</p> <p>Products are rotated and weekly inspections identify out-of-date stock.</p> <p>Food is stored in accordance with manufacturer’s specifications and not overcrowded.</p>
<b>Cold Storage (fridge)</b>	<p>Temperature checked and recorded daily with a thermometer to ensure below 5°C.</p> <p>All potentially hazardous foods stored in a clean and covered food grade container or wrapped in a protective covering.</p> <p>Fridge should not be overcrowded.</p> <p>Raw foods must be separated from cooked or ready-to-eat foods. With ready-to-eat foods stored above raw foods.</p> <p>Date mark and label stored food.</p>
<b>Frozen Storage (freezer)</b>	<p>Frozen food needs to be stored frozen hard (not partially thawed).</p> <p>Frozen food must be stored and covered in clean containers. It should be clearly labelled and dated to allow for stock rotation.</p> <p>Frozen storage areas must not be overcrowded.</p>

Food is discarded when stored outside of these requirements (contaminated, incorrect temperature, out-of-date etc).

### Thawing

Thawing potentially hazardous frozen food may pose a food safety risk if the temperature of the food is between 5°C and 60°C during thawing, allowing food poisoning bacteria to grow. All thawing of frozen food will be planned and either occur via the fridge or microwave.

## Preparation and Handling

When preparing and handling food, there is risk of contamination (physical and chemical) and bacteria causing food-borne illness. The service's safe food handling practices address these risks—

1. Food handlers will have appropriate skills and knowledge for each food preparation task.
2. Clean and inspect food preparation surfaces, equipment and utensils before use.
3. Wash hands properly before starting food handling.
4. Ready-to-eat food is kept apart from raw ingredients during preparation, including:
  - Fruit and vegetables intended for immediate consumption must be washed before preparing, including those where the skin is not intended to be eaten.
  - Use separate utensils and cutting boards when preparing raw food and ready-to-eat food. Washing, sanitising and thoroughly drying cutting boards and utensils between use.
5. Minimise the time that potentially hazardous food is above 5°C and return food to the refrigerator during any break in preparation.
6. Wiping cloths should be replaced daily and cleaned, rinsed and dried between uses.
7. Throw away single use items after one use.
8. Any food contaminated by dirty equipment or other cross-contamination is thrown away.

## Gluten Free Washing Up Procedure

- Wash all non-gluten free dishes first and place in drying rack closest to the oven
- Wipe over the sink area with clean hot soapy water
- Using a new blue chux every time wash the Gluten Free dishes and place on Gluten Free Only drying rack on opposite end of sink
- If using the dishwasher only stack Gluten Free items

The service shall follow the guidelines as recommended by Queensland Health for Cleaning and Sanitising as articulated in the resource: Cleaning and Sanitising (Food Industry Fact Sheet 11). For services that have an installed dishwasher, the cleaning and sanitising process may be undertaken by ensuring the dishwasher has:

- A properly functioning temperature-activated sanitising cycle that has to sense a temperature of 65°C or above before the machine advances to the next step; or
- A water inlet temperature above 68°C if the machine has no sanitising cycle or has a sanitising cycle and forced airflow drying.

## Cooking

Hot food must be fully cooked to a sufficient temperature to achieve a safe temperature for consumption. Potentially hazardous foods, which are not fully cooked, will not be safe to eat, as bacteria will not be killed. Where the food handler must use a thermometer to check the internal temperature has reached a minimum of 74°C where they are uncertain the food is cooked.

Maintain potentially hazardous food at a temperature of 5°C or below or 60°C and above.

If food is kept between 5°C and 60°C, this temperature must be monitored and recorded. Where potentially hazardous food that has been kept between 5°C and 60°C for -

less than two hours	must be refrigerated or used immediately
longer than two hours but less than four hours	must be used immediately
longer than four hours	must be thrown out

### Cooling

Hazardous food that is intended to be cooled and use later, needs to reach a temperature of 5°C or colder as quickly as possible. When cooling cooked potentially hazardous food, cool the food within the following timeframes:

from 60°C to 21°C within two hours.

from 21°C to 5°C within a further four hours.

This means you have a maximum of six hours to cool food from 60°C to 5°C or below.

### Reheating

Reheat previously cooked and cooled potentially hazardous food, you must reheat it rapidly to 60°C or hotter. Meaning food must be reheated to 60°C within a maximum of two hours.

### Cleaning Schedule

Anything that comes into contact with food must be cleaned and sanitised after use, with a commercial sanitiser (following the manufacturer's instructions).

Items and areas which do not come into contact with food only need to be washed with detergent, using the following schedule —

Floors, rubbish bins	Daily
Fridge, microwave, cupboards and shelves	Weekly
Freezer	Monthly
Windows, walls, ceilings, ovens	Quarterly

Immediate cleaning is necessary for spills and potential hazards.

### The Eating Environment

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Mealtimes and the interactions that occur when eating contribute to the learning outcomes and experience of children. The eating environment will be shaped to be a calm and enjoyable setting.

### Safe and Pleasant Environment

1. Children must wash their hand prior to mealtimes following the steps following handwashing visuals.

2. Education will promote a calm and hygienic eating setting by encouraging children to sit whilst eating. To promote a suitable environment, meal and snack times will follow a daily routine that is flexible and child centred.
3. Educators will engage with children during meals to provide supervision, encourage healthy eating, and promote positive behaviour.
4. When children are finished eating, they will follow routines to leave the area tidy and place items in the washing up.

### **Serving of Food**

1. Independence will be fostered by encouraging children to serve themselves food, under supervision from educators, using appropriate equipment.
2. Anyone serving themselves or others food, will use tongs/utensils (or gloves if needed).
3. At meal/snack times, educators will encourage children to try a variety of foods. Children will never be forced into selecting or consuming particular foods.
4. An adequate quantity of food will be available, but children should take an appropriate initial portion and come back if more is required.

### **Diverse Cultural Experiences**

1. Food provided includes food from various cultures particularly those represented in the service and local community.
2. Families from other cultures within the service or wider community may be invited to participate in the program, providing children with food experiences from their own culture.
3. Food awareness activities will be chosen from a variety of cultures and may include:
  - a. different ways of serving the food (i.e. chopsticks).
  - b. different varieties of foods (e.g. feta cheese instead of cheddar).
  - c. foods that may have significance within their culture (e.g. Anzac biscuits and their origin).

### **Allergies and Dietary Restrictions**

Children with allergies or other dietary restrictions will have specific meals prepared for them.

Consistent with regulatory requirements, educators will be informed of any allergies, intolerances, or specific dietary needs of children and the plans prepared for their management.

Suitable alternatives will be provided for children with special dietary needs.

Educator's training and risk minimisation plans will capture the management process to minimise cross contamination, with alternative foods kept and prepared separate from other foods.

Children with relevant allergies will be monitored throughout food service and eating times to ensure their wellbeing and safety.

### **Food Experiences**

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Food will not be used in the service as punishment or reward for children.

## **Cooking, Food Preparation and Service with Children**

Children's involvement with food preparation and serving will be promoted and explored as much as possible.

Play and learning activities surrounding food, such as cooking will be included as part of the program.

### **Safety around food activities**

All times children are handling food, they must follow the service's hygiene practice, including handwashing.

Children will not be allowed in the kitchen or food preparation area unsupervised. Food activities that require heating and/or cooking will be fully risk assessed and supervised by an educator.

Children who are unwell will not be permitted to handle food consumed by others.

Risk assessments will be written to manage any significant risks associated with heat, knives and other potential hazards.

## Partnering with Families

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### **Sharing Information**

Parents are responsible for communicating any dietary needs or restrictions. Generally, this information is captured on enrolment. Parents can update the service at any time, should a condition emerge.

### **Food Provided by Parents**

Where parents provide food for their children, the service will promote relevant nutritional information as well as suggestions for healthy food and drink choices,

Provision for storage of food for children may be available during vacation care,

Any issues will be addressed and planned with each individual family directly.

## **Legal and Regulatory Foundation**

In preparing and implementing this policy, the Approved Provider recognises the obligations and requirements related to –

### **National Quality Framework**

- **Education and Care Services National Law:**
  - s.167 Offence relating to protection of children from harm and hazards
- **Education and Care Services National Regulations:**
  - R.77 Health, hygiene and safe food practices
  - R.78 Food and beverages
  - R.79 Service providing food and beverages
  - R.80 Weekly menu
  - R.168 Education and care service must have policies and procedures
  - R.170 Policies and procedures to be followed
  - R.171 Policies and procedures to be kept available



- **National Quality Standard:**
  - QA1 – Educational program and practice
  - QA2 – Children’s health and safety
  - QA3 – Physical environment
  - QA4 – Staffing arrangements

**Additional Regulatory Context and Guidance**

- Food Act 2006 (Qld)
- Australian dietary guidelines - National Health and Medical Research Council’s
- Queensland Education’s Smart Choices strategy

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