

## General Welfare Requirement: Suitable premises, environment and equipment

Outdoor and indoor spaces, furniture and toys must be safe and suitable for their purpose.

## Health and safety

### 3.7 Food hygiene

(Including procedure for reporting food poisoning)

#### Policy statement

At Glebe House School Trust we provide and/or serve food for children on the following:

- Snacks.
- Lunch
- Babies sometimes bring lunch in from home to be reheated
- Packed lunches brought from home and stored in cool boxes

We maintain the highest possible food hygiene standards with regard to the purchase, storage, preparation and serving of food.

We are registered as a food provider with the local authority Environmental Health Department and display our latest rating.

#### EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
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#### Procedures

- The person in charge and the person responsible for food preparation understand the principles of Hazard Analysis and Critical Control Point (HACCP) as it applies to their business. This is set out in *Safer Food Better Business*. The basis for this is risk assessment as it applies to the purchase, storage, preparation and serving of food to prevent growth of bacteria and food contamination.
- All staff follow the guidelines of *Safer Food Better Business*.
- At least one person on duty has an in-date Food Hygiene Certificate.

- The person responsible for food preparation and serving carries out daily opening and closing checks on the kitchen to ensure standards are met consistently. (See *Safer Food Better Business*.)
- We use reliable suppliers for the food we purchase.
- Food is stored at correct temperatures and is checked to ensure it is in-date and not subject to contamination by pests, rodents or mould.
- Packed lunches are stored in children's own cool boxes and parents are warned it is at their own risk, as we don't have fridge space; un-refrigerated food is served to children within 20 minutes of preparation at nursery and packed lunches are stored as above till 12 o'clock, unless frozen then when thoroughly defrosted and heat appropriately to a high temperature (probe to check temperature).
- Staff to follow manufacturer's advice whilst heating baby food, however never heat food in jar, always empty contents into a bowl and then heat. Also follow advise given by parents regarding home cooked food and storage, but always heat food in a saucepan and probe afterwards
- Food preparation areas are cleaned before use as well as after use.
- There are separate facilities for hand-washing and for washing up.
- All surfaces are clean and non-porous.
- All utensils, crockery etc are clean and stored appropriately, they are either washed in the dishwasher or sterilised in individual children's containers
- Waste food is disposed of daily.
- Cleaning materials and other dangerous materials are stored out of children's reach.
- Children do not have unsupervised access to the kitchen.
- When children take part in cooking activities, they:
  - are supervised at all times;
  - understand the importance of hand washing and simple hygiene rules
  - are kept away from hot surfaces and hot water; and
  - do not have unsupervised access to electrical equipment such as blenders etc.

#### *Reporting of food poisoning*

- Food poisoning can occur for a number of reasons; not all cases of sickness or diarrhoea are as a result of food poisoning and not all cases of sickness or diarrhoea are reportable.
- Where children and/or adults have been diagnosed by a GP or hospital doctor to be suffering from food poisoning and where it seems possible that the source of the outbreak is within the setting, the manager will contact the Environmental Health Department and the Health Protection Agency, to report the outbreak and will comply with any investigation.

- If the food poisoning is identified as a notifiable disease under the Public Health (Infectious Diseases) Regulations 1988 the setting will report the matter to Ofsted as soon as reasonably practical, and always within 14 days of the incident.

## Legal Framework

- Regulation (EC) 852/2004 of the European Parliament and of the Council on the hygiene of foodstuffs – NB Changes since brexit for further information see the link below  
<https://www.food.gov.uk/business-guidance/how-the-fsa-has-prepared-for-the-uk-leaving-the-eu-and-the-end-of-the-transition>

## Further guidance

- *Safer Food Better Business* (Food Standards Agency)  
[www.food.gov.uk/foodindustry/regulation/hygleg/hyglegresources/sfbb/sfbbcaterers](http://www.food.gov.uk/foodindustry/regulation/hygleg/hyglegresources/sfbb/sfbbcaterers)

This policy was adopted at a meeting of	Glebe House Trust Nurseries	name of setting
Held on	May 2021	(date)
Date to be reviewed	May 2022	(date)
Signed on behalf of the management committee		
Name of signatory	Susie Pull	
Role of signatory (e.g. chair/owner)	Area Manager Glebe Trust Nurseries	