

# Food Management Policy and Procedure

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**This policy is reviewed on an annual basis**

Annual Policy reviewed by: Miss Annette Elstob : **September 2021**

Next date of Annual Review: **July 2022**



**Signed:**

### **Statement of Intent:**

Rolfe's Nursery School encourages healthy eating. We teach children about nutrition and the importance of eating a balanced diet, exercise and how to stay fit and healthy. We aim to make snack times a happy and social occasion for each child. We work to ensure that the standard of table manners and behaviour during eating times is of a high standard and is consistent throughout the school. Children will never be denied their snack or water as a form of punishment. We know which children in the Nursery School suffer from food allergies. We train all staff in the treatment of these allergies and we check the packaging and ingredients of unfamiliar foods. The school is a nut free zone.

### **Procedure:**

- Individual dietary requirements will be respected. There is a list in the kitchen and each classroom displaying each child's allergies and each child's specific dietary requirements.
- We always check the packaging of any new or unusual foods. Any food that is found to contain nuts or traces of nuts will not be given to the children. These items will then be stored in the school office. Parents or carers will be asked to pick these items up from the office and we will reiterate the Nut free zone policy.
- Staff are expected to be aware and respectful of cultural differences in eating habits and routines. Staff are trained to the appropriate Food Hygiene Certificate level and as part of monitoring, snack time and lunch time, is regularly observed as part of high quality monitoring and feedback.
- The importance of healthy eating is emphasised throughout the school and children are encouraged to share any new eating experiences.
- Fresh drinking water from a water cooler is available at all times for children, children are encouraged to drink water at snack and lunch times, they are also encouraged to drink more on warm days.
- Children will be encouraged to try new or unfamiliar foods but never be forced to eat them if they do not want to.
- Children must sit down at their table during snack times/ lunch times and only get up when they have finished. Children should never be allowed to walk around with food or drink. Each day children share a fruit platter and are offered water or milk to drink. If we feel the children need something more substantial e.g. on a cold day, they will be offered a rich tea biscuit.
- Staff must set a good example of table manners and encourage each child to say 'please' and 'thank you', conversation is encouraged and praised.
- We love birthday cakes or special treats brought into school to celebrate a special event, treats such as this must not contain nuts.

- Children should be encouraged to wait until everyone has been served before starting to eat, as good table manners.
- Children who are slow eaters must be given enough time to eat and not feel rushed.
- Staff may not eat anything other than what is on offer to the children whilst in the classroom.
- As children progress through the nursery, they should be encouraged to help with setting out the tables ready and helping to tidy away at the end.
- Children must never be denied a snack or water to drink, if requested.