



## Ecclesall Kids Club

### 5.9 Food Safety Policy

Ecclesall Kids Club is committed to ensuring that safe and healthy practises around the storage, preparation and service of food are followed at all times. All Staff involved in food handling and preparation have to meet high standards of personal hygiene. Any member of staff showing signs of infection or ill health will not be permitted to handle food.

Ecclesall Kids Club follows the guidelines set out in 'Safer Food, Better Business' (FSA) and is registered as a food business with our local authority. The kitchen is inspected by Environmental Health to ensure that health and hygiene standards are being met.

All staff involved in food handling have received food handling and hygiene training and allergy training. When preparing food, staff follow the requirements of current food hygiene legislation, and best practice, including:

- Always washing hands with anti-bacterial soap and hot water before and after handling food and using the toilet
- Using clean disposable cloths
- Using the correct colour coded chopping boards (e.g. red for raw meat)
- Not being involved in food preparation if they are unwell
- Making sure all fruit and vegetables are washed before being served
- Removing jewellery, especially rings, watches and bracelets, before preparing food
- Covering spots or sores on the hands and arms with a waterproof dressing
- Keeping fingernails short, clean, and free from varnish.
- Staff must prepare food in a way to prevent choking
- Staff must prepare food in line with allergies, intolerance's and special dietary requirements for children attending

### Supervision whilst eating

Whilst children are eating there **must** always be member of staff in the room with a valid paediatric first aid certificate.

Children must always be within sight and hearing of a member of staff whilst eating.

Ecclesall Kids Club recognises that choking can be completely silent, therefore visual supervision of children's faces whilst eating is part of our everyday practice. Staff will remain vigilant that children are eating in a way that prevents choking and are ready to react to any unexpected allergic reactions.

### Allergies and dietary requirements

Before a child is admitted to the setting Ecclesall Kids Club will obtain information about any special dietary requirements, food allergies and intolerances that the child has, and any special health requirements. This information will be shared with all staff involved in preparing and handling of food. Children's dietary requirements are recorded on Magic Booking and are displayed visible for staff preparing food with dietary requirements/ allergies clearly identifiable by colour coding. Staff also complete a daily allergy information sheet based on the children attending before they prepare and serve any food.

At each meal/snack time a member of the management team is responsible for checking the dietary/allergy sheet and that the food provided meets the child's individual needs. All staff serving food are responsible for checking the dietary/allergy sheet before serving.

Ecclesall Kids Club will have ongoing discussions with parents/carers and, where appropriate, health professionals to ensure children's dietary information is to be kept up to date by the setting and shared with all staff.



## Staff training and Allergen Awareness

Ecclesall kids club ensures that all staff complete food allergy awareness training and food safety and hygiene level 2 training before handling food.

## Incident reordering

When a child experiences a choking incident that requires intervention, Ecclesall Kids Club staff must record details of where and how the child choked and make parents and/or carers aware.

Ecclesall Kids Club will review records periodically to identify if there are trends or common features of incidents that could be addressed to reduce the risk of choking. Appropriate action will be taken to address any identified concerns during this review process and following any incidents of concern during the provision of food within our club.

## Food storage

All foods are stored according to safe food handling practices and at a correct temperature, to prevent the growth of food poisoning organisms and to ensure that food quality is maintained.

Fridge/ freezer temperatures are checked and recorded on a daily basis as part of our daily environment checks. If it is noted that there are temperature fluctuations that are not explained by simple user error (eg failure to close the fridge properly), a new fridge will be purchased.

## Cleaning

- The fridge is cleaned thoroughly, with warm, soapy water, on a weekly basis.
- Food is checked for freshness – anything past the use by date will be disposed of.
- Freezers are defrosted and cleaned once a month.
- All food preparation surfaces are wiped clean after use with anti-bacterial cleaner and disposable cloths.
- All chopping boards are cleaned after use with warm soapy water, anti-bacterial cleaner and then thoroughly rinsed.
- Appropriate controls are implemented to reduce the risk of cross contamination.

This policy was adopted by: Ecclesall Kids Club	Date: 28/6/21
Reviewed: 30/4/26	Signed: <i>Ecclesall Kids Club Committee</i>