

## Nutrition and Safe Food Handling Policy

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<b>Review Date</b>	<b>May 2019</b>
<b>Sources</b>	<p>Education and Care Services National Regulations, October 2017</p> <p>Guide to the Education and Care Services National Law and the Education and Care Services National Regulations, October 2017</p> <p>Guide to the National Quality Standard, October 2018</p> <p>Nutrition Australia <a href="http://www.nutritionaustralia.org">www.nutritionaustralia.org</a></p> <p>Australian Breastfeeding Association <a href="http://www.breastfeeding.asn.au">www.breastfeeding.asn.au</a></p> <p>Staying Healthy – Preventing Infectious Diseases in Early Childhood Education and Care Services, 5<sup>th</sup> Edition, NHMRC, 2012</p> <p>Eat for Health – Australian Dietary Guidelines, NHMRC, 2015</p> <p>NSW Food Authority, Children's Services Voluntary Food Safety Program Template</p>

### Aim:

To ensure all children in care are offered a nutritious and appropriate diet, and that all food has been handled, stored and prepared in a safe and hygienic manner.

### Explanation:

Country Children's Early Learning Pty Ltd recognise the early years of a child's life is a critical period for their healthy development and growth. During this time, both physical and intellectual development is largely dependent upon adequate nutritional intake. Eating is also a source of enjoyment, and it is important that Educators and staff do not become so concerned about nutrition and manners that they lose sight of children's enjoyment of food. Many of the eating habits and attitudes to food developed in childhood continue throughout life.

### Responsibilities:

#### In relation to Co-ordination Unit Staff:

- Be aware of the requirements of the current Education and Care Services National Regulations and National Quality Standard in regard to nutrition and safe food handling practices
- Provide information and resources to Educators on nutrition, food preparation and safe food storage
- Encourage parents to provide adequate and nutritious meals for their children whilst in care
- Provide advice and support to Educators and parents on matters relating to food and nutrition
- Encourage and support all Educators and staff to attend relevant conferences and forums
- Include nutrition training and a food safety component in new Educators induction
- Provide nutrition and food safety training on a regular basis
- Collect and record relevant information about individual special dietary requirements of children (i.e. allergies, cultural, etc) where required
- Provide Educators and families nutrition guidelines based on the services Nutrition and Safe Food Handling Policy, and in line with Nutrition Australia's recommendations, which incorporates the Eat for Health - Australian Dietary Guidelines

#### In relation to Educators:

- Abide by their obligations under the current Education and Care Services National Regulations and the National Quality Standard in relation to nutrition and safe food handling

- Provide each child with food and drinks provided by the parent, unless other arrangements are made
- Handle, prepare and store food as per the recommendations of the "Guideline: Safe Food Handling, Preparation and Storage"
- If you provide food as a part of your Family Day Care Business also use as a reference the guidelines set out in the NSW Food Authority Children's Services Voluntary Food Safety Program Template
- Display a current menu of any foods provided in advance and ensure foods served are consistent with the menu.
- Provide information to children and parents that outline good nutrition practices, including the recommendation by Nutrition Australia that children over the age of 2 years of age be given Mostly Reduced Fat milk, yoghurt and cheese products
- Offer food and beverages to children on a regular basis throughout the day
- Understand the eating habits and nutritional needs of each child
- Encourage and support children to develop independence in eating
- Facilitate meal times that are relaxed
- Respect the requests of parents relating to dietary, religious or cultural beliefs

#### **In relation to Families:**

- Communicate current dietary requirements of their child and notify their Educator immediately of any changes
- Provide nutritious and appropriate food/drinks if supplying meals for their child
- Notify the Educator of any special dietary requirements and provide a written management plan to the Educator outlining any allergies. e.g. (Diabetic, anaphylaxis, etc)
- Keep lunchboxes and drink bottles labelled, clean and hygienic

#### **Continual Monitoring and Improvement:**

- Continual improvement and monitoring will occur in the following ways:
- Incidental and planned consultation with families
- Co-ordination Staff accessing current relevant information
- Co-ordination Staff and Educators accessing current and relevant training
- Internal evaluation of incidences and the improvement of systems

#### **Policy Review**

<b>Date Revised</b>	<b>Comments</b>
January 2012	Responsibilities for Educators: added relevant regulations and quality standards in relation to new Education and Care Services National Regulations and National Quality Standard, added the recommendation for Reduced or Low Fat Milk for children over the age of 2 years, Guidelines: added safe re-heating temps
January 2013	Added information for In Home Care
May 2013	Scheduled Policy Review, added Australian Guideline to Healthy Eating chart, changed low or reduced fat to mostly reduced fat and included yoghurt and cheese products as well as milk
November 2014	Scheduled Policy Review – no changes made
February 2015	Added as a source, and information for Ed's NSW Food Authority Children's Services Voluntary Food Safety Program Template
May 2016	Scheduled Policy Review- No changes made
October 2017	Reviewed Sources

## Guideline: Safe Food Handling, Preparation and Storage

It is important that children in Family Day Care are offered food and drinks that are stored, prepared and consumed in a safe and hygienic manner. To ensure this occurs, the following practices are recommended:

- Clean tables that are to be used for the meal
- Good handwashing procedures by the Educator before handling and preparing food. If you are interrupted to care for another child while preparing food or spoon-feeding an infant, be sure to wash and dry your hands again before you continue
- Check that all children's hands are washed before they handle food, eat or drink
- Teach children to turn away from food when they cough or sneeze, and then to wash and dry their hands afterwards
- If children are serving themselves from the same container, they must be supervised and utensils used to prevent children from touching food that other children will eat. This will assist to maintain food safety while also encouraging children to develop independence and self-help skills
- Use a separate spoon for each baby you feed
- Store food at a safe temperature. Food should be refrigerated at a temperature of less than 5 degrees Celsius
- Do not store perishable foods at room temperature. When on an excursion with the children perishable food needs to be transported safely e.g. cooler bag, esky, or a car fridge
- When re-heating foods ensure that they are steaming hot all the way through, foods should be re-heated to at least 75 degrees Celsius
- Use separate chopping boards for meat products, dairy products, bread and vegetables/fruit
- Use separate washcloths for floor, dishes, benches etc (Colour coding is a good idea)
- Keep all kitchen surfaces and utensils clean, and ensure regular cleaning routines are adhered to for all food preparation areas
- Ensure children eat their own foods and drinks. Sharing drink bottles can spread infections
- Ensure children are eating food that is age appropriate (risks of choking)
- Encourage children to remain calm and seated whilst eating and drinking
- Ensure children with special dietary needs eat only the foods that they are allowed
- Supervise the children whilst they are eating
- Ensure children have access to safe drinking water at all times

### For babies:

- Use only sterilised bottles and teat assemblies to store expressed breast milk and made-up formula
- Refrigerate all expressed breast milk and made-up formula at the back of the fridge at a temperature of 4 degrees Celsius or less for up to 48 hours. Expressed breast milk can be frozen
- Formula needs to be made up by the Educator, not premixed before arrival to care
- Warm bottles using a bottle warmer or hot (not boiling) water in a container
- Warm bottles only once. Never reheat or re-refrigerate bottles that have already been

warmed up once. Throw out all leftovers if an infant has not finished the bottle within 20 - 30 minutes

- Babies should not be left in a cot unsupervised with a bottle
- Bottles must not be warmed in microwaves as hot spots can occur, and the build up of steam can burn a baby

**The table below outlines the dietary recommendations for children  
as outlined by Nutrition Australia**

Food Group	Serving Size	Number of Serves	Comments
<b>Bread and Cereals</b>	<ul style="list-style-type: none"> <li>✓ 1 slice of Bread <u>or</u></li> <li>✓ ½ cup cereal <u>or</u></li> <li>✓ ½ cup cooked rice <u>or</u></li> <li>✓ ½ cup cooked pasta <u>or</u></li> <li>✓ 2 dry corn/rice crackers</li> </ul>	2	<ul style="list-style-type: none"> <li>• Preferably wholemeal products</li> <li>• Use a variety of breads. E.g.: Pita, French stick, Lebanese, Turkish etc</li> </ul>
<b>Dairy Products</b>	<ul style="list-style-type: none"> <li>✓ 100ml Full Cream Milk <u>or</u></li> <li>✓ 15g Cheese <u>or</u></li> <li>✓ 100g yoghurt <u>or</u></li> <li>✓ 100g Custard</li> </ul>	3	<ul style="list-style-type: none"> <li>• Aim to use full cream products for children under 2 years of age</li> <li>• It is recommended that children over the age of 2 years be given Mostly Reduced Fat Milk, Yoghurt and Cheese Products</li> <li>• Serve milk for morning and afternoon tea</li> <li>• Ice Cream is not classed as a dairy product due to the high sugar content</li> <li>• Avoid giving children milk at lunch as it fills them up and children replace food with milk</li> </ul>
<b>Meat and Alternatives</b>	<ul style="list-style-type: none"> <li>✓ 45g white/ red meat <u>or</u></li> <li>✓ ¾ cup cooked legumes <u>or</u></li> <li>✓ 1 egg <u>or</u></li> <li>✓ 45g tofu</li> </ul>	1	<ul style="list-style-type: none"> <li>• Trim and drain fat from all meat</li> <li>• Aim to have 2 red meat dishes, 2 white meat days (1 fish and 1 chicken) and 1 vegetarian dish a week</li> <li>• Include Iron rich food on your vegetarian and white meat days.</li> </ul>
<b>Fruit</b>	<ul style="list-style-type: none"> <li>✓ 1 medium size piece of fresh fruit <u>or</u></li> <li>✓ ½ cup Canned Fruit</li> <li>✓ ¼ cup Dried Fruit</li> </ul>	1	<ul style="list-style-type: none"> <li>• Aim to provide two serves of fruit a day. E.g.: half a piece of fruit at morning tea and half a piece of fruit at afternoon tea</li> <li>• Serve fresh fruit rather than juice</li> </ul>
<b>Vegetables</b>	<ul style="list-style-type: none"> <li>✓ ½ cup vegetables</li> <li>✓ 1 cup of Salad</li> </ul>	1	<ul style="list-style-type: none"> <li>• Use a variety of vegetables</li> </ul>

- **Note:** It is recommended that children over 2 years of age be given Mostly Reduced Fat Milk, Yoghurt and Cheese Products





Australian Government  
National Health and Medical Research Council  
Department of Health and Ageing

[www.eatforhealth.gov.au](http://www.eatforhealth.gov.au)

# Australian Guide to Healthy Eating

Enjoy a wide variety of nutritious foods from these five food groups every day.  
Drink plenty of water.



### Use small amounts



### Only sometimes and in small amounts

