

Food Safety

Policy Statement

Children must be supported in accommodating their specific dietary requirements and managing any food-based allergies that individual children may have.

During Vacation Care families provide almost all meals for their children, and will be encouraged to ensure the provided food and meals do not contain nuts and meet Kids Biz OSHC Healthy Eating Guidelines.

Policy Considerations

- My Time Our Place Framework
- Education and Care Services National Law Act, 2010 and Regulations 2011
- National Quality Standards

Procedure

Identification of Medical & Dietary Considerations

- Details of medical conditions and dietary restrictions will be requested on the enrolment form, then recorded in the Child Care Management Software, and provided to relevant educators through the Medical Quick List.
- Health reasons for food allergies or restrictions will be detailed in the Child Care Management Software used by the Service and details made available to educators through the Medical Quick List.
- Where children have special dietary needs and it is not reasonable for the service to provide food that meets their individual requirement, educators will consult with parents and where necessary their food and beverages will be supplied from home.
- Allergy and Anaphylaxis policies will be followed for children diagnosed with allergies or as being at risk of anaphylaxis.

Food Menu Planning

- Educators will develop a menu with consideration to the medical and dietary needs of the children attending the Service;
- The menu for each fortnight will be made available at the Service to educators, families, the school and any relevant stakeholders; and
- Online ordering, or in store purchase, of food and beverage items being consumed at the Service will consider the medical and dietary requirements of children attending the Service.

Food Safety Supervisor

- The Service will have a nominated Food Safety Supervisor
- Food Safety Supervisors will have undertaken ACT Health approved food handling and allergy awareness training.
- The Food Safety Supervisor will ensure correct processes are followed when storing, handling and serving food in line with ACT Health Guidelines and all relevant legislation.

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Reviewed by:	Courtney Tanner	Approved by:	Natasha Finnigan

Food Identification & Storage

- Prepackaged foods and beverages containing ingredients that have known medical or dietary implications may be labelled as required to be easily identifiable at the time of food preparation; and
- Any foods or beverages containing nuts as an ingredient will be removed from the Service and disposed of.

Food Preparation

- Prior to preparing food and beverages persons responsible for food preparation will review the:
 - Children attending for the session of care
 - Menu scheduled for the session of care
 - Medical Quick List
 - Dietary requirement lists
 - Ingredients to be used in food and beverages
- Individual meals/snacks will be prepared separately for children attending a session of care that have a medical or dietary requirement that prevents them from having the scheduled menu item; and
- Prepackaged foods and beverages will be checked for ingredients and labels advising they contain ingredients that have known medical or dietary implications.

Serving of Food

- Prior to commencing food service the persons responsible for serving food will familiarise themselves with the individual meals/snacks that have been prepared and any foods to be served that contain ingredients that have known medical or dietary implications;
- Children with individual meals/snacks attending a session of care may be served first;
- Independence will be fostered by encouraging children to make their own choices about what to eat under supervision;
- Tongs and utensils will be used to serve food where required;

Communication with Families

- The food provided by the Service is planned in advance and menus are available on our website and displayed in a prominent place for families and children.
- If a child has special food needs (e.g. cultural requirements or food allergies) the Service will work with parents to make arrangements that meet their child's needs. Parents will inform the Service of any changes in their child's dietary requirements.
- Parents are invited to contact the Coordinator at any time to discuss food safety and their child's particular dietary requirements.
- In line with the Communication and Policy Review Policies the Coordinator will, in conjunction with educators, arrange opportunity for parents to discuss and provide input to the Food Safety Policy.

Professional Development

- The Management Team will ensure that educators are provided with adequate training and instruction in relation to food handling and storage procedures.
- Educators will be encouraged to attend professional development on food and nutritional related issues.
- The Service will ensure that information and/or fact sheets relating to food safety and nutrition are readily available for educators.

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Kids Biz Holidays & Sports OSHC Policies & Procedures

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