



## St Stephens Community Academy Snack Guidelines

The An Daras Multi Academy Trust (ADMAT) Company  
An Exempt Charity Limited by Guarantee  
Company Number/08156955

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Recommended	
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Review (v2.0)	<b>Jan 2018</b>
Advisory Committee	Local Governing Advisory Body
Linked Documents and Policies	Safer Food Better Business (Food Standards Agency) Food Hygiene Guidelines

## Snack Guidelines

### 1. Purpose and Directions of the guidelines:

Here at St Stephens Pre-School we regard snack and meal times as an important part of the setting's day. Eating represents a social time for children and adults and helps children to learn about healthy eating. At snack times, we aim to provide nutritious food, which meets the children's individual dietary needs.

We are registered as a food provider with the local authority Environmental Health Department.

### 2. The Main Priorities of the Snack Guidelines

We follow these procedures to promote healthy eating in our setting.

- Before a child starts to attend the setting, we find out children's dietary needs and preferences, including any allergies.
- We record information about each child's dietary needs on SIMs.
- We regularly consult with parents to ensure that our records of their children's dietary needs - including any allergies - are up-to-date. Parents sign the up-dated record to signify that it is correct.
- We display current information about individual children's dietary needs so that all staff and volunteers are fully informed about them.
- We implement systems to ensure that children receive only food and drink that is consistent with their dietary needs and preferences as well as their parents' wishes.
- We provide nutritious food for all snacks, avoiding large quantities of saturated fat, sugar and salt and artificial additives, preservatives and colourings.
- We include foods from the diet of each of the children's cultural backgrounds, providing children with familiar foods and introducing them to new ones.
- We take care not to provide food containing nuts or nut products and are especially vigilant where we have a child who has a known allergy to nuts.
- Through discussion with parents and research by staff, we obtain information about the dietary rules of the religious groups to which children and their parents belong.
- We cater for vegetarians, vegans and food allergies. We take account of this information in the provision of food and drinks.
- We require staff to show sensitivity in providing for children's diets and allergies. Staff do not use a child's diet or allergy as a label for the child or make a child feel singled out because of her/his diet or allergy.
- We organise snack times so that they are social occasions in which children and staff participate.
- We use meal and snack times to help children to develop independence through making choices, serving food and drink and feeding themselves.
- We provide children with utensils that are appropriate for their ages and stages of development and that take account of eating practices in their culture.
- We have fresh drinking water constantly available for the children.
- We inform parents who provide food for their children about the storage facilities available in the setting.
- We give parents who provide food for their children information about suitable containers for food.
- In order to protect children with food allergies, we discourage children from sharing and swapping their food with one another.

- For children who drink milk, we provide semi skimmed milk.

#### Packed Lunches

If a child is attending all day they are required to bring a packed lunch, we:

- ensure perishable contents of packed lunches are refrigerated or contain an ice pack to keep food cool;
- inform parents of our policy on healthy eating;
- Encourage parents to provide sandwiches with a healthy filling, fruit, and milk based deserts such as yoghurt or crème fraîche. We discourage fizzy drinks and ask parents provide children with water or diluted fresh fruit juice or squash;
- Lunches are eaten with the rest of the school in the hall at St Stephens Community Academy.

#### 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.
- OFSTED will be informed of any cases of food poisoning where two or more children are affected. This MUST be reported within 14 days of the occurrence.

#### Legal Framework

- Regulation (EC) 852/2004 of the European Parliament and of the Council on the hygiene of foodstuffs

Next review will be: **January 2018**

Signed:..... Pre-School Manager

Date:.....