



Caterpillars Pre-School

Food Safety

May 2018



Policy statement

At Caterpillars Pre-School we provide and/or serve food for children on the following:

- Snacks
- Cooking Activities
- Lunch (Birch Setting)

We maintain the highest possible food hygiene standards with regard to the purchase, storage, preparation and serving of food.

Procedures

- At least one person has an in-date Food Safety Certificate.
- We use reliable suppliers for the food we purchase.
- Food is stored at correct temperatures and is checked to ensure it is in-date and not subject to contamination by pests, rodents or mould.
- Packed lunches are stored in a cool place.
- Food preparation areas are cleaned before use as well as after use.
- There are separate facilities for hand-washing and for washing up.
- All surfaces are clean and non-porous.
- All utensils, crockery etc are clean and stored appropriately.
- Waste food is disposed of daily.
- Children do not have unsupervised access to the kitchen.
- When children take part in cooking activities, they:
 - are supervised at all times;
 - understand the importance of hand washing and simple hygiene rules
 - are kept away from hot surfaces and hot water; and
 - do not have unsupervised access to electrical equipment such as blenders etc.

Reporting of food poisoning

- 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 Caterpillars Pre-School. 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 Caterpillars Pre-School will report the matter to Ofsted.



This policy was adopted at a meeting of Caterpillars Pre-School

Held on	May 2018
Date to be reviewed	May 2019
Signed on behalf of the management committee	
Name of signatory	Dan Mitchell
Role of signatory (e.g. chair/owner)	Chair of the Committee