



# Caterpillars Pre-School

20. Food Safety

September 2015



## 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.
- All staff follow the guidelines of *Safer Food, Better Business* (Food Standards Agency 2011)
- 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.
- Parents are requested to include a cool pack in lunch boxes were there is no refrigerator on site to store them.
- 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.



- Any confirmed cases of food poisoning affecting two or more children looked after on the premises are notified to Ofsted as soon as reasonably practicable, and always within 14 days of the incident.

Legal framework

- Regulation (EC) 852/2004 of the European Parliament and of the Council on the Hygiene of Foodstuffs

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

Held on	15 <sup>th</sup> October 2015
Date to be reviewed	September 2016
Signed on behalf of the management committee	
Name of signatory	Tanya Croall
Role of signatory (e.g. chair/owner)	Chair of the Committee