



Chelsea Open Air Nursery School

Food Policy

(Healthy Eating & Cookery)

The policy above will be monitored and evaluated following the policy cycle at

Chelsea Open Air

Date of establishment: 2004

Date of Last Review: 2025

Date of next Review: 2027

Approved by Governors on:

Signed on behalf of Chelsea Open Air Nursery School : _____

Signed on behalf of the Governing Body: _____

Food Policy

Aim

- To ensure food provided at COA is nutritious and healthy and that all aspects of food and nutrition in COA promote the health and wellbeing of the children, their families and the staff
- To ensure any information regarding dietary, allergy and health needs are obtained from parents and are managed as required
- To encourage children to make healthy choices

Rationale

At COA we aim to ensure that all children recognise and understand the importance of healthy eating and lifestyles. We recognise the vital role that nutrition plays in the lives of our children and actively seek to ensure that our children eat a well-balanced nutritious diet. We aim for them to develop a good knowledge and understanding of what constitutes a balanced diet in order to continue to make good food choices as they get older.

At COA we regard snack, meal times and food related activities as important. These times provide a social and educational learning opportunity. We aim to provide nutritious food which meets individual dietary needs where possible.

A Healthy Curriculum at COA

Food and health play an important role in our curriculum. Through our Health & Self-Care week the children learn about healthy eating and living. Children are given opportunities to write shopping lists, go shopping, prepare and cook food and taste the dish they have made. Other examples include playing food related games such as "Shopping list", fruit lotto, looking at cookery books and photo books, and completing food themed puzzles. All these activities give the children opportunities to discuss food and diet.

In addition the children sow and grow vegetables, herbs and other foods in the nursery garden, developing a respect for food as they tend and care for the plants

as they grow. Harvesting our home-grown crops helps the children to understand how different foods grow and provides a rich source from which they can taste a variety of raw and cooked foods.

Parent Partnership

As in all aspects of our work, we seek to enter into a partnership with parents, and other community partners. We do this by:

- Making sure parents and carers are aware that we are committed to promoting healthy, varied and enjoyable food.
- Sharing menus in the school and via links on our website.
- Finding out about dietary requirements before the child starts for example religious requirements or food allergies (with a Doctor's Note).
- Updating information as appropriate e.g. if a child develops a new allergy.
- Providing access to specialist advice and workshops.
- Supporting families who qualify to access free school meals.
- Children bring a snack from home, this must be only fruit or vegetables. Snacks allowed are reflective of any specific allergies we have in the Nursery.
- We are a nut free Nursery.

Breakfast Procedures (when operating)

- During the breakfast club an offer of cereal, fruit, toast and preserves is offered with the options of water and milk to drink.
- The children sit together, along with the staff member running the Breakfast Club. They are allowed to choose what they would like for breakfast. They are encouraged to help themselves to a drink and partly prepare their food, for example pouring the milk onto their cereal or buttering their toast.
- Additional sugar is not added to cereal.
- After breakfast all items are rinsed and put in the dishwasher. Leftover food is disposed of, cereal and bread is sealed for freshness, milk and butter is stored in the fridge.
- Food is labelled with an open date and kept in line with the package guidelines.
- All surfaces are cleaned and disinfected, using a disposable towel.

- A list of the children's dietary requirements is displayed in the Susan Isaacs Kitchen.

Lunch Time Procedures

COA has one lunchtime supervisor and one team member who will assist. Each day members of the classroom team will manage tables to enable there are the appropriate number of tables, with an adult on each.

COA has an agreement with Christ Church Primary School where the food is freshly prepared each day. All of the ingredients are fresh and locally sourced; there is a rolling menu which is displayed in our servery, on the School gate and via a link on our school website. Food is delivered in hotboxes.

Lunchtime Assistants Timetable	
Time	Job
Before 10.50	Classroom staff tidy up and set up tables for lunch - tables and chairs
Staff arrival times: Meals Supervisor arrives at 11.30	
11.30	<ul style="list-style-type: none"> • Empty dishwasher, and prepare the serving utensils and bowls etc. • Set tables: cloths/name cards/chairs • Plates, jugs, cutlery etc to tables
11.40	Food arrives: check all has arrived and probe the food to ensure it is hot enough. Record this reading. Leave the hot food in the hot boxes with lids on. Portion out the food onto smaller plates/bowls for each table.
12.00	All children wash hands
12.05	Lunchtime Food brought to tables. Children find name cards or choose where to sit.
12.45ish	Clear the tables: sweep the floor and help tidy / reset in the classroom- Return garden chairs to outside. Put away folding tables. 2 x member of staff take children outside
12.45-1.15	All plates, cups, bowls, cutlery, serving spoons to go into the Dishwasher. Serving bowls to be hand washed and put away.

Lunch Time Meal Management

Lunch time tables are arranged in a family style to support social interaction. Each table has a staff member who is aware of the children's eating preferences and dietary requirements.

Each child has a name card, which includes dietary/medical requirements on the reverse. A full list of dietary requirements is displayed on the wall in the servery and in the classroom.

- Mealtimes are a social and enjoyable occasion, with time given for interaction between the children and adults.
- Food is presented to the children by the adult on the table, explaining what the meal is for that day. Staff promote a positive attitude and reaction to all foods presented to the children
- Children are encouraged to develop good eating skills and table manners, and given plenty of time to eat. This includes using a knife and fork independently and an open cup.
- Staff sit with the children whilst they eat, eating the same food, providing a positive role model for the children.
- Children will be asked what they would like to have to eat by the adult serving lunch on their table.
- Children are provided appropriate portion sizes and encouraged to stop eating when they are full.
- Children are encouraged to try new foods; small portions of new food that children are wary of are served to give the opportunity to have a try.
- Children are not forced to eat and food is not used as a reward.
- At the end of the meal children help to tidy up, scraping their plate and taking the empty cups, plates etc to the serving trolley.

Snack Time and Water

Each morning between 10.00 - 10.30 and afternoon 14.00 - 14.30 COA offers milk in the nursery class (If available). Children are invited to get their snack bag from their locker and sit with the group. Snack time usually takes place in the School Garden.

- Children's snack bags contain a water bottle and a snack of fruit or vegetables.
- The staff member leading the snack time talks to the children about the fruit they are eating and supports them to manage their snack as independently as

possible, for example peeling their banana or orange and putting their rubbish into the bin.

- Milk is served in individual cartons, children are encouraged to open their own carton, adults will support when necessary.
- Children must wash their hands before they have their snack.

Water is available throughout the day from the water fountain and in children's water bottles.

Tea Procedures

- Tea is a snack served during the After School Club. This is to support those children staying on until 5pm, who could be hungry after a busy day at school.
- The children sit together, along with the staff member running the After School Club. They are encouraged to help themselves to a drink and partly prepare their food, for example buttering their toast, cutting their fruit.
- Food is labelled with an open date or frozen date, and kept in line with the package guidelines.
- After tea all items are rinsed and put in the dishwasher. Leftover food is disposed of, dry food is sealed for freshness, fresh food is stored in the fridge.
- All surfaces are cleaned and disinfected, using a disposable towel.
- A list of the children's dietary requirements is displayed in the Susan Isaacs Kitchen.

Celebrations

At COA parents may not bring in cake and sweets for their child's birthday, instead they can bring in special fruits to have at snack time. On children's birthdays we hold a Birthday Sharing where we use a false cake, light candles, sing and give children a birthday card to wish them a happy birthday.

During the year we have a small number of special events where we ask parents to provide party food; these events include the Christmas Party and the Leavers Picnic.

For these events we display a sign-up sheet with a list of food for the parents to volunteer to bring in. Fruit and vegetables are always on the list or provided, along with a range of sandwiches, the list also contains treat foods such as crisps and cake.

Managing Allergies and Dietary Requirements

See Policy: Supporting Children who are Sick, Infectious, or with Allergies

A list of the children's allergies and dietary needs are displayed throughout COA and shared with our caterers.

A vegetarian option is provided each day.

On the rare occasion that a child's needs are too complex for Christ Church Primary School Caterers to meet the child will be permitted to bring a packed lunch each day. These lunches are stored in the servery area and any food that requires refrigeration is put into the milk fridge.

We are a nut-free school.

Children are not allowed to store food in their lockers. Furthermore consumption of outside food is not permitted on the premises.

Food Hygiene Qualifications

To ensure the safe management and organisation of food at COA it is important that staff who manage food have the appropriate qualifications.

A member of the Senior Management Team should hold a Level 3 in Food Hygiene and Food Premises Management.

Lunch time assistants should hold a Level 2 in Food Hygiene

Breakfast Club and After School Club staff should hold a Level 2 in Food Hygiene.

Ideally all other staff handling food should hold a Level 1 in Food Hygiene.

Cookery

Health and Safety

Cookery Guidelines

1. Any electrical appliances must be unplugged when not in use
2. Children must be instructed never to touch the equipment unless a staff member agrees
3. Classroom staff must put up a sign "Cooker in use" on the door if cooking upstairs. Close the folding kitchen door.
4. Staff should not leave children unattended whilst doing cookery.
5. Staff should ensure that equipment is fit for purpose and anything sub-standard should be removed.

Number of children and adults

1. At least one staff member must accompany a group of children upstairs
2. Temporary staff may not take cookery activities upstairs
3. Long term staff (a term or so) may lead cookery activities upstairs
4. The recommended **maximum** number of children to be involved in a focus activity involving the preparation of hot food is 4 or can be increased by extending the number of adults supervising. There may be circumstances where numbers reduce or increase.
5. The recommended **maximum** number of children to be involved in a focus activity involving the preparation of cold food is 6. Again staff can adjust according to circumstances.
6. All children with SEND should be supported by additional staff as required.

Practical Points

1. Staff should explain the expected standards of behaviour

2. Children and staff must wash their hands with soap and water and wear cookery aprons for **all** cookery activities
3. Staff need to be prepared with recipes, utensils, ingredients etc. in advance
4. Remember to talk about weighing ingredients, time, storage, taste, appearance and how to share it
5. Children should be involved by staff in washing and tidying up
6. Staff should restore the room to its previous state
7. Cookery ingredients should be stored appropriately
8. The needs of children with food allergies and intolerances must be considered individually following their protocol
9. Kitchen equipment should be stored appropriately