



FOOD SAFETY & KITCHEN POLICY

Little Steps Day Care is committed to ensure that health and safety practices around the preparation, storage and service of food is maintained throughout the setting.

We are inspected by Environmental Health annually to ensure health and hygiene standards are being met.

All staff dealing with the preparation of food will be need to complete Level 2 Food Safety & Hygiene as part of their induction process with Little Steps Day Care.

Personal Hygiene

We have set high standards of personal hygiene for all members of staff involved in handling and preparing meals/snacks for the nursery.

- Always wash hands with antibacterial soap and hot water in the provided hand washing basin before and after handling food and drying them with a disposable paper towel before putting on the provided blue gloves
- Any cuts or sores to hands should be correctly covered with a blue waterproof plaster, if it is not possible to do so the staff member should not be handling food
- Staff will wear an apron when preparing lunch which is provided by Little Steps Day Care, making sure they are clean before each use

Food Preparation Areas

All food preparation areas will be sprayed and wiped clean after each use with non-scented antibacterial cleaner or wipes.

- All chopping boards will be cleaned after each use with warm soapy water and thoroughly rinsed
- All counter worktops will be sprayed and wiped down after each meal/snack has been prepared with the appropriate green kitchen cloth

A twice weekly deep clean will be done in the kitchen/food preparation area in addition to the daily cleaning rota which will include the following procedures:

- Shelves and draws in the fridge will be cleaned with warm soapy water
- All cupboard and units will be sprayed with the appropriate anti-bacterial cleaners
- The daily kitchen checklist will be kept on the fridge door and all staff are aware that they are responsible for cleaning the food preparation areas on their given day and are required to complete the checklist and initial the tasks they have carried out
- All items in the fridge are checked for freshness and food past their use by or best before date will be disposed of correctly



Kitchen Checklist

On completing their Food Hygiene training all staff are informed of the Daily Kitchen checklist and our temperature book, which are always kept in the kitchen.

All members of staff have the responsibility to ensure that the daily tasks on their nominated day are carried as per the instructions and training given to them on induction.

We have a quick glance (stop bacteria) reminder chart and fridge/freezer temperatures guidance chart on the fridge door and on the inside of the temperature book.

Fridge/Freezer Temperature Control

it is our policy to ensure that all foods are stored according to safe food handling at the correct temperature to prevent the growth and multiplication of food poisoning organisms.

Also, to reduce food spoilage and to ensure that food quality is maintained at all times.

Fridge and freezer temperatures are checked daily in the am & pm to ensure that the correct guidance is being followed and it is recorded in our Kitchen book.

The temperatures should be as follows:

- Fridge between: +0°C – +5°C
- Freezer between: -10°C - -25°C

Food Temperature Control

We will ensure that all foods are cooked and reheated thoroughly with particular attention to high-risk foods.

A food probe thermometer is used to test all foods to ensure the recommended correct temperature has been reached.

- When cooking fresh food, the temperature should be 75°C and above
- When reheating food, the temperature should be 82°C and above
- **5°C – 63°C is the Danger Zone, keep food out of this area!!**
- The food temperature probe is checked for accuracy on a regular basis by placing in boiling water and ensuring the probe reads 100°C

Before and after using the food probe it will be cleaned using hot soapy water and antibacterial spray.



Allergies and Dietary Needs

Little Steps Day Care caters for children's specific needs which may include allergies or intolerances to certain foods, ie: dairy free. Some children may also have special dietary requirements due to religious, cultural, or ethical reasons, these are all catered for to the need of the individual child.

Staff are made aware of the children's specific requirements through our 'Children with allergies and Dietary needs' chart. This chart will be found in the kitchen and is available to refer to in all our children's rooms.

In order to help us manage the risks associated with allergies, intolerances and specific needs we have the following in place:

- Children will only have **YELLOW** plates, bowls and cups, they will also have a **YELLOW** disk placemat from the kitchen to identify their meals/desserts
- Snacks will be placed on separate shelf in the storage cupboard and any open, unfinished packets will be stored in **YELLOW** lidded containers

LITTLE STEPS DAY CARE IS A NUT FREE NURSERY