



IRRAWANG PUBLIC SCHOOL

PRESCHOOL

Preschool Nutrition, Food and Beverages and Dietary Requirements Procedure

Associated National Quality Standard	Education and Care Services National Law or Regulation	Associated department policy, procedure or guideline
2.1	Regulation 78 Regulation 79 Regulation 80	Leading and Operating Department Preschool Guidelines Nutrition in Schools Policy Allergy and Anaphylaxis Management Within the P-12 Curriculum
Pre-reading and reference documents		
ASCIA Guidelines for the prevention of anaphylaxis in schools NSW Food Authority: Children's Services Voluntary Food Safety Template Munch and Move Healthy Eating Resources Australian Dietary Guidelines Eat for Health Website		
Related procedure		
Dealing with Medical Conditions in Children.		
Staff roles and responsibilities		
School principal	The Principal as Nominated Supervisor, Educational Leader and Responsible Person holds primary responsibility for the preschool. The Principal is responsible for ensuring: <ul style="list-style-type: none"> the preschool is compliant with legislative standards related to this procedure at all times. all staff involved in the preschool are familiar with and implement this procedure. all procedures are current and reviewed as part of a continuous cycle of self-assessment. 	
Preschool supervisor	The Preschool Supervisor supports the Principal in their role and is responsible for leading the review of this procedure through a process of self-assessment and critical reflection. This includes: <ul style="list-style-type: none"> analysing complaints, incidents or issues and what the implications are for the updates to this procedure. reflecting on how this procedure is informed by relevant recognised authorities. planning and discussing ways to engage with families and communities, including how changes are communicated. developing strategies to induct all staff when procedures are updated to ensure practice is embedded. 	

<p>Preschool educators (This includes all staff; casuals, lunch cover, volunteers and anyone else who works in the preschool)</p>	<p>The preschool educators are responsible for working with leadership to ensure:</p> <ul style="list-style-type: none"> • all staff in the preschool and daily practices comply with this procedure. • storing this procedure in the preschool, and making it accessible to all staff, families, visitors and volunteers. • being actively involved in the review of this procedure, as required, or at least annually. • ensuring the details of this procedure's review are documented.
<p>Procedure</p>	
<p>Supporting breastfeeding</p>	<ul style="list-style-type: none"> • The preschool is a breastfeeding - friendly place. • Families are informed of this through our Preschool Handbook and during the enrolment process. • Our Community Room is available for privacy when required with curtains and blinds. A Do Not Disturb sign is provided.
<p>Access to safe drinking water</p>	<ul style="list-style-type: none"> • Families are expected to provide their child with a full bottle of fresh drinking water each day. These are stored in a mobile trolley, allowing each child to access their own bottle themselves, throughout the day. Water bottles are moved between the inside and outside learning environments with the children during play for consistent access. • The preschool provides a water cooler, cooled by internal ice bricks, that children can also access throughout the day. Educators check children's individual water bottles are full at morning tea, lunch and afternoon break times. During these times, children may refill their bottles from the water cooler or ask an educator, who has access to a chilled water tap in the preschool kitchen, to refill their water bottle if necessary. • If a child attends Preschool without a drink bottle, one will be provided to them for the day. The borrowing of drink bottles is recorded and educators collect from the child at the end of the day. • The educational program explicitly teaches and promotes water as the drink of choice for good health. Children are discouraged from bringing sweet drinks to preschool. During the enrolment interview, families are informed of this expectation and are provided with the Preschool Handbook, and information handouts each term that further promote these expectations. Sweet drinks will be labelled with a sticker titled 'At Home Treat' reminding families of the Healthy Food Guidelines followed and promoted at Preschool.
<p>Nutritious food</p>	<ul style="list-style-type: none"> • The Preschool does not provide food for children. Families supply their child with a nutritious lunch and snacks for morning and afternoon tea. Information is provided to families during enrolment to encourage and support families to pack nutritious foods for their child. Brochures are provided to families throughout the year, supported with informative discussions, when required, to promote healthy eating.

	<ul style="list-style-type: none"> • If a child attends preschool without food, families will be contacted to drop in food items for their child. If this is not possible, with the permission of the family, IPS Canteen will be contacted to supply food items for the child, at the families expense, and payment to the Canteen will be arranged. • Parents are informed that the preschool is <i>nut aware</i> and foods that contain nuts are discouraged. Families are informed of this in the Preschool Handbook and if needed, phone calls and/or notes will be sent home. • If a child enrolls who is allergic to other foods such as sesame seeds or eggs, these foods will also be discouraged. Practices will be put into place so that the child who is allergic does not have accidental contact with these allergens should they present themselves at Preschool. • The educational program and daily routines explicitly teach and promote healthy food choices. Educators will use the terms <i>everyday/healthy</i> foods and <i>sometimes/treat</i> foods. A healthy eating project that incorporates healthy food and beverage choices is part of the Preschool Curriculum in Term 1. Educators discuss healthy food choices, including sharing literature during the year, or when a need arises, supporting the teaching of these outcomes. • Educators role model healthy food and drink choices through their own food and drink choices and promote this when sitting to eat with the children. During eating times, educators will engage the group in discussions about healthy food choices to reinforce healthy eating practices.
<p>Storing and reheating food</p>	<ul style="list-style-type: none"> • Any perishable items brought to Preschool by the children are stored safely until they are consumed. Families are expected to place ice bricks in their child's lunch box each day. If they forget, families are to inform the educators on arrival and an educator will provide an ice brick for their child's lunch box. This is recorded on a clipboard on the Lunchbox Trolley. Borrowed ice bricks are collected from the child at the end of the day and a reminder note is placed in the child's lunch boxes for families. • Lunch boxes are checked by educators during Morning Circle time (9-9.40), to ensure each child has an ice brick in their lunch box. Children who require an ice brick will be recorded on a clipboard on the Lunchbox Trolley. Borrowed ice bricks are collected from the child at the end of the day and a reminder note is placed in the child's lunch boxes for families. • Lunch orders for preschool children from the school canteen are delivered to the preschool by canteen staff and placed in a basket in the preschool's kitchen fridge. The preschool kitchen fridge is maintained at a temperature below 5°C. A fridge thermometer is accessible to educators to check the temperature of the refrigerator. • Families are asked not to pack foods that need to be reheated at preschool. If the preschool requires to reheat children's

	<p>food, it must be reheated till it is hot all the way through – a minimum of 60°C. Educators have a thermometer to check/monitor the food's temperature. If additional information is required, refer to NSW Food Authority: Children's Services Voluntary Food Safety Template.</p>
<p>Consuming food at preschool</p>	<ul style="list-style-type: none"> ● Consideration is given to where children with food allergies and at risk of anaphylaxis are seated when eating as a group. ● Children's food is monitored by the educators to ensure none contain trigger food for another child. ● The children are asked not to share food with other children. ● Special events such as birthday celebrations or class parties which involve the sharing of food are closely monitored to minimise risks of food contamination and the consumption of trigger foods. Children with known allergies are asked to supply their own food; all families are requested not to use particular ingredients; the parent or carer of a child at risk is invited to attend the event to support supervision of their child; if serving from a communal bowl or tray, tongs are used; food is kept covered; any shared cutlery used are disposable or washed in a dishwasher after use. ● Food handling spaces are kept clean and hygienic. ● Colour – code cutting boards are used for food preparation and replaced regularly. Red- raw meat, blue- cooked meat, yellow- raw poultry, green- fruit and vegetables, and white- bakery and dairy. ● Kitchen cloths are colour coded. Kitchen (food related) - green, Preschool (tables, paint, sink) - blue and Bathrooms - red. Cloths are washed daily. ● Food preparation implements are not used for any other purpose.
<p>Cooking with children</p>	<ul style="list-style-type: none"> ● Before cooking activities, all children and adults wash and dry their hands thoroughly. ● As directed by department policy, peanuts, tree nuts or any nut produce are not used in any cooking activity (this does not include foods labelled as 'may contain traces of nuts'). Additionally, any ingredient for which a currently enrolled child has a known allergy, intolerance or is at risk of anaphylaxis for, is not used. ● Children who have had vomiting or diarrhoea do not participate until they have been symptom - free for 48 hours. If the preschool has recently had, or is currently experiencing, an outbreak of gastrointestinal disease, no cooking activities are held.

Record of procedure's review

Date of review and who was involved

14-3-21

Hylie McEvoy (Preschool Educator)
Alexandra Hay (Preschool SLSO)
Michelle Lynch (Pedagogical Leader)

30/8/21

Hylie McEvoy (Preschool Educator)

27/10/22

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Alexandra Hay (Preschool SLSO)
Michelle Lynch (Pedagogical Leader)

Key changes made and reason/s why

27/10/22 - Additions or deletions made in line with current practices and in response to feedback provided from staff and families. Please see link for changes-

https://docs.google.com/document/d/1_A93iJOILlcB0eTtihyer46xXnbEruHU5jyt1fo0Lk4/edit?usp=sharing

Record of communication of significant changes to relevant stakeholders

27/10/22 - Changes/amended procedure emailed to Staff and posted on Closed Facebook Page to families.