

The Kinder Garden



Food Preparation Policy

Aim

To minimise cross infection, educators/staff will maintain hygiene and safety in the food preparation area, and when handling and serving food.

Legislative Requirements

Education and Care Services National Law Act 2010
Education and Care Services National Regulations 2011
National Quality Standards 2011
Work Health and Safety Act 2011
Work Health and Safety Regulations 2011
Food Standards Australia New Zealand Act 1991
Food Standard Australia New Zealand Regulations 1994
Imported Food Control Act 1992
Food Safety Act 1989 (NSW)
Food Act 2003
Food Regulation 2010 (NSW)

Who is affected by this policy?

Children
Families
Staff
Educators
Management
Visitors

Implementation

This will be achieved by educators/staff following the procedures outlined below:

Having an area specifically designated for food preparation in which they:

- Adequately clean the food preparation area before, during and after use.
- Follow procedures by using colour coded chopping boards for appropriate foods to avoid cross contamination between foods.
- Ensuring that food preparation staff follow appropriate hygiene procedures in regards to:
 - hand washing.
 - Personal hygiene: of clothing, keeping hair tied back or under a hat, not changing nappies prior to food preparation.
 - Appropriate cleaning and maintenance of cooking utensils and work areas.
E.g. wash and air drying utensils, wash and air drying cleaning cloths.
- Avoiding the contamination of one work area to another by using the colour coded chux system and restricting the movement of contaminated items (such as gloves and cleaning implements) from one area to another.
- Ensuring that food is always served in a hygienic manner by the use of a barrier, such as tongs and gloves.
- Provide current information to families about best practices for food preparation and hygiene.
- Model and discuss with the children best practices for food preparation and hygiene as well as the reasons for these. This will be implemented through planned and spontaneous experiences.
- Provide all educators/staff that are preparing or serving food with training on food hygiene, preparation and handling.

The Approved Provider/Nominated Supervisor will ensure this policy is maintained and implemented at all times.

Sources

Education and Care Services National Law Act 2010
Education and Care Services National Regulations 2011
Guide to the National Quality Standard 2011
Work Health and Safety Act 2011
Work Health and Safety Regulations 2011
WorkCover NSW www.workcover.nsw.gov.au Retrieved 3rd February 2017
Staying Healthy In Child Care, 5th Edition.
NSW food Authority www.foodauthority.nsw.gov.au Retrieved 3rd February 2017

Review

The policy will be reviewed annually. Review will be conducted by management, employees, parents and any interested parties.

Reviewed: February 2017

Date for next review: February 2018