

NUTRITION, FOOD & BEVERAGES, DIETARY REQUIREMENTS

Policies and Procedures

Links to Regulations: 77-79, 88, 90 (iii) (iv), 100-102, 105, 136, 162, 168 (2) (a)(i) Links to quality areas, standards or elements: 2.2, 4.1, 6, 7.1, 7.3

Rationale:

Our Centre regards eating times as positive, pleasant, social experiences for all to enjoy. Good nutrition, active lifestyles, healthy eating and drinking habits are encouraged in a safe, hygienic environment. We will encourage positive mealtimes for children, where they will choose to eat from their lunchboxes without judgement or choice suggestions offered. This is to support children to develop healthy relationships with food. At no time will food be used as a form of punishment or reward.

Our curriculum will support children's understanding of healthy lifestyles including healthy food and drink choices, dental hygiene and active lifestyles. Staff recognise that early childhood is an important time when children establish healthy eating habits for life. These will benefit children by maximising growth and development, activity levels and good health. It also minimises the risk of diet related disease in later life.

Our Centre follows guidelines set by the Department of Health and Wellbeing (SA Health) at all times.

BCCC Nutrition policy and procedures are based on the 'Right Bite' strategy and lists of foods recommended through this will be provided to families through handouts & displays. Information will describe foods according to the green, amber, red classifications consistent with Right Bite. A maximum of 2 'sometimes food' experiences per primary caregiving group may be offered per term. These experiences may be for special occasions, cooking days, celebrations or fundraising events.

The Centre provides fresh fruit/vegetable platters daily to children for snack time. The Centre will maintain a supply of food in case of an emergency or **if children require more food** due to an insufficient amount being packed. Families may incur a fee for the consumption of additional food provided by the Centre.

We recognise that food shortages impact on some families and want to keep food waste to a minimum therefore any food waste will be disposed of thoughtfully, recycling as appropriate to feed chooks, worms or to make compost for our kitchen garden in bins provided. Food may be used in learning experiences including cultural food events, sustainable practices, introducing children to a variety of foods and family and multicultural experiences. Family participation will be encouraged. Play dough, gloop and some sensory based experiences (rice, beans, lentils etc) may be offered to children for play, food in play will be kept to a minimum and reused/recycled after use as an embedded strategy in supporting ongoing sustainability.

In providing positive role models for children, fundraising events will take the Centre's *Nutrition, Food & Beverages, Dietary* policy into consideration.

Strategies, Practices and Procedures:

Parents/Caregivers

- are to provide all food, milk bottles (if required) and a water bottle appropriate for their child's age and development which is to be clearly named and adequate for a day in childcare and/or Preschool. The food and drink supplied will be consistent with the dietary guidelines for children and adolescents, and should provide at least 50% of their child's daily nutrition requirements.
- On enrolment, parents will be provided with the Centre's *Nutrition, Food & Beverages, Dietary policy, procedures and supporting resources* to assist in providing an age appropriate healthy lunchbox. These resources may include "Food for Health", "Feeding your baby in the first year" and *Right bite information, the Lunchbox ideas*.
- Parents will also be given nutritional information in an informal way through conversations with educators and at regular intervals (eg through newsletters, parent workshops or information leaflets) on topics such as infant feeding, fussy eaters or introduction to solids
- Popcorn, chewing gum, lollies, chocolate, flavoured milk, sugary drinks (fruit boxes, soft drink and cordial), salty snacks (chips etc) are examples of the types of foods and fluids that would be considered as **not** the healthiest

options or can be considered choking hazards and therefore parents and caregivers are asked **not to include** them in their child's lunchboxes at the Centre.

- Foods considered a high choking risk, such as raw apple and carrot, whole grapes and cherry tomatoes, popcorn, fat on meat and skin on sausages will be prepared appropriately for the age of the child. The guidelines for prevention of choking apply to all children birth to 4 years old. Please refer to the attached "*Preventing Choking on Food in Children Under 4 years of age*".

Staff-

- Educator supervision can minimise incidents of choking on food - therefore children will be encouraged to **remain seated whilst eating** and congregate in central areas at meal times. Staff will sit and eat with children, where possible, while providing strict supervision during mealtimes to ensure children's safety. Staff will use positive attitudes and behaviours in providing food. Staff will follow the hygiene procedures outlined in the food safety and handling course (eg food safety).
- Daily information on children's meal & feeding times including bottles and water consumption will be recorded on the daily board in Childcare for children under the age of 2 years as well as on OWNA which serves as communication between educators and families. Children over the age of 2 years will be recorded on OWNA.
- Information will be provided by newsletters and centre displays about the intent of Right Bite & the Centre's educational program for the children as we encourage healthy food choices by the children for their overall health and wellbeing.
- Regular conversations with children as individuals and as a group will embrace opportunities to positively acknowledge healthy food options and talk about the value of such for the health and wellbeing of our bodies. Our learning and care programme includes ongoing education involving children in informal discussions about health, nutrition and good eating and drinking habits e.g. cooking healthy meals and snacks with the children, raising chickens and using the eggs, eating the fruit from our Centre trees and growing our own vegetable patch.

Children

- Children will be encouraged to use self-help skills and to learn to choose to eat the **healthier food options** from their lunchboxes first. *In a situation where a child brings high fat, sugar or salt rich food staff can talk sensitively to the child about the food and encourage (not force) them to eat any healthy options first from their provided snack or lunch and may follow up with families.*
- Children are discouraged from sharing food and drinks.
- Will be provided with meals and snacks on a regular but not a rigid schedule. Allowances are made for individual needs, such as sleep times and arrival and departure times. Children are offered a morning snack and lunch in both Kindy and Childcare. Where appropriate, children will be offered breakfast and an afternoon snack in Childcare. Children who are in care at 5.00pm will be offered a late snack from their lunchbox.

Special Dietary Requirements:

Parents must advise the Director or Deputy Director **on enrolment** or when appropriate, if their child has any special dietary requirements for medical or non-medical reasons such as allergies, intolerance, food sensitivity or specific requests based on family or cultural preferences. This information will influence Centre procedures.

Parents need to complete the enrolment form and more detailed forms as required, providing details of any dietary or allergy conditions. Copies of this information will be communicated to staff through the procedures for children with medical conditions.

In the event a child has not been introduced to water at home due to their age, developmental stage, or for any other reason a parent does not want their child offered water, the parent will sign a waiver stating this in writing.

Personal and routine hygiene practices:

Personal and routine hygiene practices for both children and educators are an embedded part of our Centre routines. For example, washing hands before meals/meal preparation, wiping hands and face following food consumption, checking refrigerator and freezer temperatures daily, maintaining hygienic kitchen and eating areas through regular washing of utensils, and disinfecting of table tops, chairs, high chairs and benches.

Children will wet hands, apply soap and wash hands back and front including their thumbs, before drying with single use paper towels after outside play, before and after food, after nappy change/toileting or touching private body parts, after blowing their nose and before participating in cooking activities.

Staff are to wash hands: After nappy changes and toileting of children, before and after preparing bottles, between handling individual children's food (wipes are used), after nose wipes, after outside play sessions and on arrival at work and prior to departure.

Strategies, Practices and Procedures:

- Cutting boards and knives are changed regularly when preparing food, and are stored and used out of reach of children.
- Utensils and dirty dishes are washed in hot, soapy water, sanitised and left to air dry or washed in the Centre dishwasher.
- The Refrigerators and microwaves are cleaned weekly and the temperature of each refrigerator is recorded daily on the daily checklist.
- Foods are heated once and, if not eaten, they are discarded. If concerned about the amount eaten, educators will contact parents or carers directly or send a note home.
- Tables and are cleaned before and cleaned and sanitised after meal times and chairs as needed.
- The floor is swept after each meal time and mopped or spot cleaned as necessary.
- Children are encouraged to handle their own food.
- The kitchen area is cleaned thoroughly after each meal time. Staff sign off on the daily cleaning log which outlines the cleaning practices completed.
- A set of recycling bins are used for disposing of rubbish, recycling cardboard and paper and food scraps for the compost, chicken food and worm farms after each meal time.

Staff are to:

- Be free from illness
- Cover all cuts
- Participate in an online *Safe Food Handling program* within 1 month of commencing employment.
- Adhere to the guidelines set by the Department of Health and Wellbeing (SA Health) at all times.

Babies, Toddlers and Young Children, including breast feeding and bottle feeding:

As a Centre we support all families with their feeding choices. Centre staff recognise the nutritional benefits of breast milk and support mothers to continue breast feeding whilst their child is in care. Please discuss your individual preferences with an educator and how we can best support you and your child during this important time. Several quiet venues are available to breast feeding mothers so please advise staff if you wish to access one.

Strategies, Practices and Procedures:

Parents/caregivers -

- Babies and young children's needs, such as milk, prepared formula and boiled water need to be supplied fresh daily, in sterilised bottles, clearly named and with sterilised accessories.

Staff

- Staff will document family preference of feeding times, amount and routines to use in support of individual child daily needs and routines.
- As a Department of Education site all employees throughout the Centre will support the DfE Breastfeeding Procedures for DfE Employees.
- Staff will store, thaw and warm breast milk, formula & cows milk in accordance with the Australian Breastfeeding Association *storage of breast milk procedure* that is displayed in the kitchen areas.
- Breast milk and formula will be stored in parent provided named, clean & sterile bottles and will be kept in the rear of the refrigerator in the allocated storage boxes.
- All breast milk and prepared formula made milk will be heated in a jug of warm water and will NOT be heated in the microwave as this has the potential for uneven heating, causing 'hot spots' and it also destroys the immunological properties of breast milk. Where parents have supplied water in bottles for educators to add formula to the water, the water may be heated in the microwave.

- Bottles may only be heated once. Partially used infant formula, breast milk bottles or warmed cow's milk will be kept warm for up to 2 hours and re offered to the child within this time. If the infant does not consume all the liquid, it must be discarded. The amount and time consumed will be recorded. .
- When a baby shows signs of readiness for solids, staff will support families by providing up to date information, following current recommendations from *Right Bite*.

Drinking water:

Drinking water (fresh, clean tap water) and cups will be available to children throughout each and every day. Children are to drink just water or milk if still required, unless specified for medical reasons in a *Special Dietary Care Plan* or *Modified Dietary Care Plan*. On average, children should drink 4 to 6 cups of water per day.

Parents/caregivers -

- all parents are to provide a clean developmentally suitable, named water container eg sippy cup or drink bottle etc for their child daily.
- for any other reason a parent does not want their child offered water, the parent will sign a waiver stating this in writing.

Staff -

- at morning tea, all children's water bottles or sippy cups will be filled to the top
- when educators refill empty sippy cups or water bottles throughout the day, they will record the time this was done on masking tape and attach to the bottle for information to families when it goes home
- will ensure each child has their water bottles at each meal time and record on OWINA. Water bottles will be stored easily accessible to children throughout each day
- will encourage children to have regular drinks of water
- under 2 year olds will be offered water each time they return from outside and at each nappy change (2-3hrly) and at mealtimes as usual

Dental Hygiene:

Staff and Governing Council see Dental Hygiene as a high priority in the area of children's health and wellbeing and will incorporate this within the Centre's curriculum. It is important for children to understand dental hygiene to ensure the growth of healthy teeth and the use of hygiene practices needed throughout life.

Strategies, Practices and Procedures:

Dental Hygiene will be fostered by

- encouraging healthy eating and drinking practices by incorporating these in Centre policies
- staff act as positive role models
- Dental checks by the School Dental Service in the child's eligible preschool year are encouraged and promoted dental enrolment forms are included in Preschool enrolment packs
- parent education programmes and information sharing
- children are encouraged to drink water after eating
- dental hygiene and care will be included in the curriculum and staff will initiate discussion about these subjects with groups and individual children at appropriate times.

Birthdays and Special Celebrations:

With respectful consideration of the family's cultural and religious beliefs, our Centre appreciates the significance of a child's birthday. Where appropriate, we acknowledge the event with a Centre based *celebration*. Children have the right to feel special and be appreciated by those around them. With over 150 children passing through our Centre in one week, we do not allow families to bring in food based treats to acknowledging their child's special day. Please discuss any alternative individual arrangements with staff prior to the day.

At the Centre we will :

- *Talk to the child about their special day and any plans they may have.*
- *We bring the special celebration to attention of others by singing them Happy Birthday and inviting them to share their news with other children*
- *take the child's photo and put it in the Communication Book or Folder for families to share*
- *A notice will be posted on OWINA wishing each child a Happy Birthday*

Supporting Resources:

- Special Dietary Care Plan and Modified Dietary Care Plan
<https://www.education.sa.gov.au/supporting-students/health-e-safety-and-wellbeing/health-care-plans>
- Dietary Preferences form
- Preventing Choking on Food in Children Under 4 years of age
- Right Bite: Fluids for 1-5 year olds
- Thawing storing and warming breast milk and formula
- Lunchbox checklist for 1-5 year olds
- The Infant's Lunchbox
- Ideas to Increase Essential Food Groups in the Lunchbox
- Choosing Healthier Food Snacks
- Right Bite Ready Reckoner and Food Supply Checklist
- Right Bite The easy Guide to Healthy Food & Drink Supply for South Australian Schools & Preschools & links to other resources as suggested

Sources:

- Right Bite Policy-Right Bite Easy Guide to Healthy Food & Drink Supply for South Australian Schools & Preschools and Healthy Food & Drink Supply Strategy for South Australian Schools & Preschools
- Eat Well SA- Schools & Preschools: Healthy Eating Guidelines
- DfE publishing, (Revised Edition 2006), **Health Support Planning in education and children's services**, Department of Education
- **DfE Breastfeeding Procedures**, 2011, reviewed 2016
- Injuries and injury prevention, <http://www.kidsafe.com.au/>
- NHRMC Publications, 2005, **Staying Healthy in Childcare, Preventing Infectious Diseases in Childcare 5th edition**, Australian Government, National Health and Medical Research Council
- DfE publishing, (Revised Edition 2008), **Anaphylaxis in education and children's services**
- Australian Children's Education & Care Quality Authority, February 2018, **National Quality Framework Resource Kit**

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Approval Signature: