



# CATHOLIC EDUCATION

## WESTERN AUSTRALIA

### HOLY NAME ELCC FOOD, BEVERAGES AND DIETARY REQUIREMENTS

**HOLY NAME IS AN EGG AND NUT AWARE CENTRE  
PLEASE DO NOT BRING THESE FOODS INTO THE CENTRE**

#### **POLICY STATEMENT**

At Holy Name, we ensure that children are offered and have access to adequate quantity of nutritious food and drinks at regular intervals throughout the day and upon request as required. We ensure that children have access to drinking water at all times. The food and drinks provided by our service will take into account any dietary requirements of children including health, and development needs as well as religious and cultural requirements.

#### **PROCEDURES**

- Children will be provided with nutritious foods in order to maintain their energy levels throughout the day. All food and drinks provided by our service will be consistent with the *Australian Dietary requirements*.
- To ensure the safety of the children no outside food will be brought into the Centre.
- Only water will be provided for children to drink while attending Holy name as recommended by the health department guidelines.
- We encourage families to ensure children eat breakfast before arriving at the service. We understand that this may not always be possible and support families by offering breakfast when they are not able to in the morning. Breakfast will be provided to children if there is no alternative. The cut off time for breakfast is 7.30am. A nutritious morning tea is provided for children in the long day care at 9.00am.
- During vacation care the OSHC service will provide morning tea, lunch and afternoon tea and a late snack.
- Children who attend after school care will be provided with afternoon tea and a late snack if required. (In the interests of safety, Children are not permitted to eat left over food from their lunchboxes at Holy Name)
- Snack and meal times will be set to regular schedules, individual needs are accommodated and children who are hungry have access to fresh fruit from the fruit bowls located in each room.
- Children are encouraged to try new foods. They are not made to eat foods they do not enjoy and are not forced to eat food. Families are encouraged to meet with educators and the Centre cook to discuss the individual needs of their child.

- Snacks and meals will be balanced and varied in order to meet the needs of children within the group, including those with particular dietary requirements. Portion sizes will be adequate in quantity and take into account children's growth and developmental needs.
- As much as possible, fresh produce will be used in the preparation of meals.
- A weekly menu describing all meals, snacks and drinks will be developed by the service to ensure children receive a balanced diet.
- Educators are encouraged to engage in professional learning by attending training and/ or reading professional resources to assist them in providing children with nutritious food choices.

### **Dietary requirements and family involvement**

- Families will be consulted about their child's dietary requirements relating to their specific needs, culture, religion, likes or dislikes in relation to food. Where children have specific dietary needs parents will be required to complete a *Health plan detailing their child's dietary requirement*. This will be recorded on children's enrolment form and communicated to staff. The room leader will also discuss with families what mealtime practices can be accommodated within the service. A letter from a Medical practitioner will be required for all MEDICAL dietary needs. (I.e., Allergy's)
- The Lead Educator in the room will ensure that a record of these requirements is on display in the room and regularly updated and communicated to all staff including the Centre Cook. The Lead Educator will regularly communicate with families to ensure information provided to the Centre is up to date.
- When children's needs change or they transition etc. the Centre Cook will be informed immediately by the Lead Educator.
- A copy of the menu will be displayed in a prominent position for families to see and they will be notified of any changes to the menu.
- Families are provided with information about the menu items and the ingredients they contain.
- Families are also encouraged to share recipes from their home culture and other cultural traditions.
- Daily information about what a child has eaten during the day is made available to families via the communication board or sheets.

### **The eating environment**

- Mealtimes are viewed as valuable learning opportunities. Social interactions are encouraged during mealtimes. Educators spend this time interacting with the children and modelling good eating and social habits.
- Children will be encouraged to use effective hand hygiene, prior to meal times.

- For their safety, children and staff are required to sit down whilst eating or drinking.
- During mealtimes, educators sit with the children to encourage healthy eating and to model positive behaviour as well as support social and self-help skills. Children are encouraged to learn self-help skills and independence is promoted where possible and assisted as required. Where developmentally appropriate rolling mealtimes will occur

### **Serving of food**

- Independence will be fostered by encouraging children to serve themselves food according to their developmental ability.
- Tongs and serving spoons are used for self-service of food.
- Staff support and model children to be seated while eating and drinking.
- Educators encourage children to try different foods.

### **INFANTS**

- Breastfeeding of infants is encouraged and we will actively support families who choose to breastfeed while at the service by providing a comfortable place for feeding and/or expressing breast milk. Facilities will be provided for the appropriate storage and reheating of expressed breast milk.
- Families are required to provide sterilised bottles and teats. All items should be clearly labelled with the infant's name. All bottles provided must have a lid on them.
- Families of children who require formula are requested to provide their child's formula in the original container with the manufacturer's instructions and the date written on it that it was opened. According to the "Staying healthy in Childcare" guidelines we are unable to provide formula that has been open longer than four weeks.
- Bottles should not be pre-prepared due to the increased risk of bacteria growth.

### **Preparation, storage and handling of food**

- As a registered food preparation business we are required to comply with all requirements of the Food Act 2008 and are subject to routine food safety and hygiene assessments through the Town of Victoria Park.
- To ensure the health and safety of the children in our care our food preparation facilities will be maintained in a clean and hygienic manner at all times.
- All food and beverages will be stored, handled and prepared in a safe and hygienic manner with all staff trained in regard to safe practices for handling, preparing and storing food.

- The Centre cook must hold qualifications for food handling, hygiene and nutrition.

### **SPECIAL DIETS**

- Families will be consulted about their child's needs, likes and dislikes in relation to food. Where children have specific dietary needs parents will be required to complete a *"Health Care Plan"* detailing foods to be avoided upon enrolment and as required or needing updating. This needs to be supported by a medical certificate that is updated on a regular basis and is more than 12 months old.

### **SOURCED**

*Education and Care Services National Law (WA) Act 2012.*

*Education and Care Services National Regulations (WA) 2012, Feb 2018*

Australian Children's Education and Care Quality Authority (2017), *The Guide to the National Quality Framework*, Feb. 2018.

Australian Dietary guidelines [www.eatforhealth.gov.au](http://www.eatforhealth.gov.au)

Get up and Grow: Healthy eating and physical activity for early childhood resources [www.health.gov.au](http://www.health.gov.au)

The physical Activity and Nutrition Outside school hours [www.health.qld.gov.au](http://www.health.qld.gov.au)

Staying Healthy in Childcare (2015) 5<sup>th</sup> Ed.

**Date Written:** July 2019

**Review Date:** December 2020

Updates Feb 2015	Include new recommendations. Change breakfast cut off time for supervision reasons . Include dietary guidelines Food storage and handling updated OSHC children are not permitted to eat leftover lunch box items to reduce incidence of anaphylaxis. Medical permission
May 2016	Rolling mealtime Special dietary requirements -Communication to food coordinator -Responsibilities of Lead educator
August 2016	Formula to be provided from the original container Water to be provided from the Centre Formula has a four week shelf life after opening. Parent to write date it was opened on the tin. Special diet health plan information 12 months instead of 6 months
July 2018	Updated resources for NQF
July 2019	No outside food brought into the Centre. Only water to drink.

