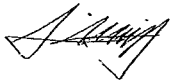
 <p>YMCA We build strong PEOPLE strong FAMILIES strong COMMUNITIES</p>	Management Area: CHILDRENS SERVICES	Pages: [03] Version No: [02] Date: [01/12/2009]
	Sub section (if applicable):	Signed: 
Policy Title: FOOD HANDLING & NUTRITION		Author: CHILDCARE TASKFORCE

1. Scope

- 1.1. Staff, management, families & children

2. Policy Statement

The YMCA aims to provide nutritious and varied food of good quality in the centre. Children will be encouraged to develop good eating habits through good examples and education. Parents will be encouraged to share family and multicultural values and ideas to enrich the variety and enjoyment of food by the children

3. Related Policies & Procedures/Guidance Notes

- 3.1. Allergies Policy
- 3.2. Anaphylaxis Policy
- 3.3. Communication Policy
- 3.4. Hygiene Policy
- 3.5. Written Program Policy
- 3.6. Storage Policy

4. Responsibilities & Delegations


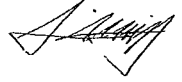
- 4.1. The Childcare Taskforce is responsible for the review of this policy.
- 4.2. The childcare staff & management are responsible for the implementation of this policy.
- 4.3. The families and children are responsible for the support of this policy.

5. Considerations

- 5.1. National Standards
- 5.2. Q&A Principles
- 5.3. Public Health Act


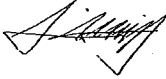
6. Records Maintenance

- 6.1. This policy is to be reviewed annually.

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PROCEDURES

- All food provided by the YMCA Centres are to be nut free products. We aim to be a nut free zone and therefore signs are to be displayed throughout the Centres to remind all patrons. Parents should not send products with nuts or traces of nuts to YMCA. Children with these foods will not be permitted to consume them. Parents will be called & reminded of this policy. Children will be given an alternative if they do not have anything else they can eat & the Parent will cover the cost.
- Food and drink will be provided for afternoon tea, with small nutritious snacks available as necessary.
- Fresh/filtered drinking water will be available at all times for the children and staff.
- During vacation care, parents will be asked to provide their child's lunch and drinks, unless otherwise stated on the program.
- All food provided at the centre will be nutritious and varied.
- Where possible local fresh produce will be used.
- The majority of food will be from the five food groups (grains, cereals, fruit and vegetables) with sweets and treats available only occasionally.
- All food will be prepared and stored in a hygienic manner under health regulation conditions.
- Where children are involved in food preparation, this should always be supervised and hygienic conditions maintained.
- Food will be stored in tightly sealed containers, away from any chemicals.
- Food requiring refrigeration will be stored in the refrigerator at correct temperatures and in the correct area, e.g. raw meat below cooked. To ensure that food stays safe, you are legally required to ensure that potentially hazardous foods are kept either very cold (5oC or colder) or very hot (60oC or hotter)
- Snack times are seen as a social event where children and staff can relax, talk about their day and experience a variety of foods. Staff will demonstrate good healthy and hygienic eating habits while with the children.
- Children will be reminded to wash their hands before meals.
- On excursions staff will provide Ant-bacterial wash where water for hand washing is not available.
- Children should be seated while eating or drinking.
- Children and parents are encouraged to contribute to the menu ideas.
- Parents will be encouraged to share family and multicultural values, ideas and recipes.
- All family and multicultural practices will be acknowledged and addressed in the provision of food.
- All children's individual needs such as allergies etc will be addressed in the menus. Staff will keep a list of all children's allergies or food restrictions near the food preparation area to ensure all staff follow these.
- Education of healthy eating habits will be developed through ongoing example, specific activities, notices, posters and information sheets to parent
- The denial of food will never be used as a punishment.

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- Cold and room temperature drinking water will both be made available to suit the varying tastes and needs.
- One staff member will ensure that this is available and topped up throughout the operation of the centre.
- Children will be encouraged to get the water themselves when required, using separate drinking containers.
- Containers are to be cleaned and stored appropriately.
- Children's cooking activities will be encouraged to develop life skills. At all times safe and hygienic practices will be followed.
- Staff should wear disposable gloves when preparing food and use the correct cutting boards for foods. Cutting boards should be coded to food categories i.e. cold / cooked meat, fruit, dairy.
- Casey signage to add.
- The use of vending machines will be limited to parental supervision. Signage should be placed on the machine and in the venue to reflect this.

7. Version History

Version	Description of changes	Author	Effective Date
2	Review and update. New format	M. Rupnik	December 2009

I endorse the Food Handling and Nutrition Policy.

Name: *Maryann Rupnik*
 Childrens Services Program Manager

Signature: 

Date: 7 December 2009

Name: *Liam Whitley*
 Group Manager

Signature: 

Date: 7 December 2009