



## Maeda Gakuen

### Safeguarding & Welfare: Food Hygiene

#### Policy statement

We provide and serve food for children on the following basis:

Snack & Milk: Between 10.15 and 10.45 am (Momo class 2-3 year old children)

Lunch: Between 12 noon and 1.00 pm

Milk: Between 2.00 pm and 2.15 pm (Tanpopo, Sumire and Sakura Class)

Often children are given the choice to ask for milk if they are feeling hungry or tired, besides the set time.

We maintain the highest possible food hygiene standards by ensuring that the food handlers have appropriate training. Food is supplied by Japanese suppliers who have a minimum of Level 3 in Food Hygiene.

#### Procedures

- ♣ The person in charge of food will have or attend a course to achieve a Level 2 in Food Hygiene and Safety.
- ♣ All staff follow the guidelines of Safer Food Better Business.
- ♣ All persons responsible for the handling of food have completed a level 2 in Food Hygiene.
- ♣ We use reliable suppliers for the food we purchase.
- ♣ Food/Milk is stored at correct temperatures and is checked to ensure it is in-date.
- ♣ Food preparation areas are cleaned before use as well as after use. Food is not prepared on a regular basis at school. Very occasionally for events only.
- ♣ There are separate facilities for hand-washing and for washing up.
- ♣ All surfaces are clean and non-porous.
- ♣ All utensils, crockery etc. are clean and stored appropriately.
- ♣ Waste food is disposed of daily.
- ♣ Cleaning materials and other dangerous materials are stored out of children's reach. ♣ Children do not have unsupervised access to the kitchen.
- ♣ When children take part in cooking activities, they: - are supervised at all times; - understand the importance of hand washing and simple hygiene rules - are kept away from hot surfaces and hot water; and - do not have unsupervised access to electrical equipment such as blenders etc.

#### Reporting of food poisoning

- ♣ Food poisoning can occur for a number of reasons; not all cases of sickness or diarrhoea are as a result of food poisoning and not all cases of sickness or diarrhoea are reportable.
- ♣ Where children and/or adults have been diagnosed by a GP or hospital doctor to be suffering from food poisoning and where it seems possible that the source of the outbreak is within the setting, the manager will contact the Environmental Health Department and the Health Protection Agency, to report the outbreak and will comply with any investigation.

♣ Any confirmed cases of food poisoning affecting two or more children looked after on the premises the setting will also be notified to Ofsted as soon as is reasonably practicable, and always within 14 days of the incident.

This policy was revised in August 2017 by Nikita Phadnavis (Manager) of Maeda Gakuen Yochien.