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**Giralang Preschool Unit**

**Dietary Needs of Children Procedure**

1. **General procedures**
2. Children enrolled at **Giralang Preschool Unit** will be provided by their family with food and drink that is nutritious, varied and adequate quantity
3. Families are also encouraged to ensure that all meals, snacks and drinks that are provided have regard to the dietary requirements of individual children taking into account:
   1. Each child’s growth and developmental needs and
   2. Specific cultural, religious and health requirements
4. Children must have access to clean safe drinking water at all times during preschool
5. Children must be offered food and drink at regular intervals throughout the day
6. Storage, preparation and eating areas are to be maintained in a hygienic state at all times according to safe food handling and storage procedures and in accordance with Australia and New Zealand Food Standards
7. Meals prepared for children at preschool which contain ingredients that “May contain traces of nuts” on a label or any highly allergenic food product i.e. egg, shellfish or nuts, will not be given to children that experience severe allergic reactions to these food products
8. Parents/carers enrolling children with severe allergies to specific food types will be consulted at enrolment with regard to the management of their child’s allergic condition
9. Parents of children enrolled at preschool who experience severe allergic reactions to specific foods, will be given the option to provide these meals prepared from home to minimise the risk of an anaphylactic reaction but to ensure inclusive practices
10. Food products cannot be stored for more than one 6 hour session or overnight by parents/carers, with the exception of:
    1. Fruit
    2. Unopened cans/tins of infant/child formula/specialist nutrient liquid or breast milk
    3. Food products to cater for a child’s specific severe allergy requirements that cannot be catered for by the preschool (the child’s requirements are discussed and approved by the Preschool teacher)
11. Eating times and details of any foods to be provided (for eg. special sausage sizzle lunch or preschool shared cooking experience) are available to parents of children each day. These foods will take into account each child’s:
    1. Each child’s growth and developmental needs and
    2. Specific cultural, religious and health requirements
12. Parents/carers are responsible to monitor their child’s food intake during outside service hours events/functions held at the preschool
13. Although staff members encourage the children to eat acceptable amounts, any left over food will remain in the child’s lunchbox container for parents to view
14. The removal of any food produce i.e. eggs or nuts from Giralang Preschool only occur following recommendation by a relevant medical specialist with the provision of documentation for this recommendation
15. Parents of all children will be asked not to send meals/food products containing highly allergenic foods such as egg and nut product to the preschool if there is a child at risk of anaphylaxis to these foods
16. In some circumstances it may be appropriate that a highly allergic child does not sit at tables where the food to which they are allergic is being served. In these circumstances the child will be treated with warmth, respect and care and staff are to make every effort to ensure this action does not isolate or cause stress to the child
17. Tables for 6 children will be set with a jug of water, cups and a table cloth
18. Children are encouraged to assist themselves and others and to engage in social practices (good manners, conversation, offering water to others etc)
19. In consultation with the Preschool teacher, to ensure that each child’s needs are met, food can be reheated at the preschool using the following procedure
    * 1. The food is provided in a covered ‘fridge to microwave’ bowl marked with the child’s full name
      2. The bowl is transferred into a shelf of the preschool’s fridge on the child’s arrival by the preschool educator
      3. In the 5 minutes prior to eating, the food is reheated in the microwave with the temperature checked using a food thermometer
      4. The food is mixed to ensure the heat is even and checked again with a food thermometer before being provided to the child
      5. The child is supplied children’s sized cutlery to eat the food
      6. Following the meal, any remaining food is sent home in the container for parents to view
20. Families will tag (elastic band and laminated name tag) their child’s drink bottle and place it on the clothed drinks table each morning. At 12.30, chilled water will be used to ‘top up’ each child’s drink bottle
21. Children will be reminded every hour to have a drink of their water bottle. A water jug and cups will be available to children to drink from at all times and will be placed on tables during main meal times
22. **Food and Nutrition**
    * 1. Advice and literature should be offered to parents on early childhood nutritional requirements
      2. Staff and children will have good hand hygiene practices prior to handling food and eating/drinking
      3. d) The needs of children with dietary restrictions will be met. However, in cases where specialised diets or other requirements involving food which are either costly or difficult to obtain, parents will be required to provide these requirements for their children whilst in care
      4. e) Food awareness activities will be included in the teaching curriculum and foods being served will be discussed with the children

**3. Training Needs of Staff**

* + 1. All staff at Giralang Preschool are required to attend a professional learning session annually
    2. Special events menus will be advertised and must provide a description of all food and drinks that will be provided to the children.
    3. After enrolment, parents are required to provide a written statement when changes occur to their child/ren’s dietary requirements

1. Giralang’s Preschool Unit is to comply with Australia New Zealand Food Standards Code which includes:
   1. Essential Food Safety Practices
   2. Cool and reheat food safely to the right temperatures
   3. Store, display and transport food at the right temperature
   4. Food storage
   5. Food disposal
   6. Preparing and cooking food safely
   7. Check reheated food in Safety Standard
   8. Labelling of food
   9. Hygiene of food handlers
   10. Cleanliness, sanitising and maintenance

**4. Children’s Bottled and Milk Feeds**

a) Baby formula/breast milk/nutrient feeding for children is to be provided to the preschool by the child’s parent/carer (new/unopened formula only)

b) All bottled formulas are to be prepared by staff prior to child’s scheduled feeding time

c) Cow’s milk will be provided to the Centre by parents if children require cow’s milk feeds

e) Staff will ensure that each prepared bottle formula is clearly labelled with child’s name

f) Council child care staff and/or parents/carers are not to add any form of medication/homeopathic remedy to a child’s bottle feeding whilst the child is attending Giralang Primary School Preschool Unit

g) Feeding bottles are not to be heated in microwave ovens at the preschool

h) feeding bottle warmers and bottle sterilisers must not be used in areas accessible to children and must be stored in the kitchen at the preschool

i) Staff must not hold/nurse children when preparing bottle formula, warm bottles, testing the heat of bottled formula or sterilising bottles

j) When heating bottled milk/formula in the preschool, staff are to use baby bottle heating units in the kitchen, that have been specifically designed for the heating of bottled milk

k) Bottled formulas are to be heated once only immediately prior to the scheduled feeding time

l) Children that are unable to hold their own bottle MUST be nursed by staff during feeding

m) Children must not be “prop fed”, left alone with a feeding bottle or put to rest alone with a feeding bottle. Children on bottle feeds must be supervised at all times

n) If a child does not finish a prepared formula then staff are to dispose of unwanted formula/milk. Unwanted prepared formula is not to be refrigerated and used at a later time in the day