



We demonstrate tolerance and respect through child-led play

Food and Drink Policy

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Food and Drink Policy

1 Scope & Purpose

- 1.1 To ensure that all food and drink is prepared and consumed in a safe environment which ensures the safety of children and adults it maintained.
- 1.2 To follow guidance as outlined in the Early Years Foundation Stage statutory framework 2024.

2 Outline

- 2.1 The EYFS states that:
 - “3.55 Where children are provided with meals, snacks, and drinks, these must be healthy, balanced and nutritious. Before a child is admitted to the setting the provider must obtain information about any special dietary requirements, preferences, and food allergies that the child has, and any special health requirements. Fresh drinking water must always be available and accessible to children. Providers must record and act on information from parents and carers about a child's dietary needs.
 - 3.56 There must be an area adequately equipped to provide healthy meals, snacks and drinks for children as necessary. There must be suitable facilities for the hygienic preparation of food for children, if necessary, including suitable sterilisation equipment for babies' food. Providers must be confident that those responsible for preparing and handling food are competent to do so. All staff involved in preparing and handling food must receive training in food hygiene. Section 4 of 'Example menus for early years settings in England' includes guidance on menu planning, food safety, managing food allergies and reading food labels, which staff preparing food will find helpful in ensuring that children are kept safe.”
- 2.2 Staff members who prepare and handle food receive appropriate training and understand, and comply with, food safety, hygiene and allergen regulations.
- 2.3 Staff ensure that all food and drink is stored appropriately.
- 2.4 Most food is delivered weekly to playgroup. A staff member receives the delivery and records of the items received, and the temperature at which they have been stored, using the food delivery record form (*see appendix 1*)
- 2.4 Surfaces are kept clean at all times. Food preparation areas are clear and chopping boards are clearly labelled to show use. (*See appendix 2*)
- 2.5 Coloured cloths are clearly identified for different uses to ensure areas are not contaminated.
- 2.6 Fridges are checked on a daily basis to ensure the temperature is within safe limits.



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- 2.7 Any food belonging to staff is clearly contained and labelled.
- 2.8 Any opened food products are labelled and dated to ensure no contamination or spoilt/decaying food is allowed to remain in the fridge.
- 2.9 Hot drinks are kept in the kitchen areas away from the children. Adults do not carry hot drinks through the play areas and do not place hot drinks within reach of children, staff should use travel mugs with sealed lids.
- 2.10 At any events where parents and children attend together cold drinks are served to minimise risk of spillages and scalds.
- 2.11 Snack and meal times are appropriately supervised and children do not walk about with food and drink.
- 2.12 Fresh drinking water is available to children at all times.
- 2.13 Staff members should encourage and role model to both children and parents what a healthy balanced lunch should contain whilst recognising cultural differences. Staff members will encourage parents to provide a healthy lunch box and will share information about healthy eating as appropriate including asking that chocolate and sweets are not included in children's packed lunches.
- 2.14 Croft Playgroup is a strict nut free playgroup and this should be abided by at all times. All parents/carers will be informed before each child joins the setting.
- 2.15 We operate systems to ensure that children do not have access to food/drinks to which they are allergic, and all staff have received online allergen training. Children's allergies/dietary requirements are displayed in the setting and outing policy in line with data protection guidelines i.e. on the back of the kitchen cupboard door.
- 2.16 Where meals are provided, e.g. breakfast, a menu with details of allergens present is displayed in the room and available to parents and carers should they require it.

This policy was adopted by Croft Playgroup

Signed on behalf of the Croft Playgroup

Croft Playgroup Committee

Croft Playgroup Manager

Print Name: Jason Adams

Print Name: Michelle Barrow, Helen Dearlove

Signed.....

Signed.....

Dated.....

Dated.....

Date policy to be reviewed: February 2026 or earlier if required.



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Appendix 1 – Form for recording food deliveries

[illegible]



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Appendix 2 – signs re correct chopping boards

Chopping boards

Please ensure you use the correctly coloured chopping boards for food preparation

Green = Fruit prep

Yellow= Vegetable prep