



Food Preparation, Water consumption and meals

Rationale

HS19 HS20 HS21 HS22 HS23

To provide an environment at The Orchard Child Care & Preschool that ensures healthy nutritious meals are served to all children, safely at appropriate times.

Objective

The Orchard Child Care & Preschool will make available vegetarian healthy and nutritious meals (low in fat, sugar and salt) at lunch time, being the main meal of the day. Healthy snacks for morning and afternoon teas will be served. The environment will be friendly and social, while well supervised.

To ensure the health and well being of all children and staff at The Orchard Child Care & Preschool.

Documentation Required: A record of all food served (excl from parents). Types of food (incl fruit types). Available for 3 months from when served.

Guidelines

Preparing the Environment for Meals

- Tidy room, clear tables, clean crayon and paint off with sanitiser provided. Wipe highchairs and tables down after all food consumption and sweep floor. Cleaner to vacuum and mop at the end of each day.
- Arrange chairs and high chairs as required around tables. Set table for dining - flowers, table cloth
- Karakia is said before meal and snack times.
- Water will be available for children to pour and drink themselves throughout the day and specifically at meals.

During meals

- A permanent member of staff will be present in kai area to supervise children as they eat.
- A member of staff will sit at each table as children eat to supervise as the children eat.
- Children wash and dry hands before every meal or snack time
- Children must be seated while eating - until mouth is clear of food.
- A main meal is offered to all children at lunch time.
- Children have the right to refuse meals at any time and will not be made to eat/drink if they do not wish to.
- Meals are a social occasion and quiet conversation is encouraged.
- Teachers and children are to use tongs when transferring food from container to plate.
- Any infant milk food given to children will be of a type supplied by the child's parent, clearly named and opening date recorded for formula tins.
- The information around high risk food shall be strictly adhered to when preparing and serving food.
- There will be one qualified first aid person on site, for every 25 children present.
- No high risk foods shall be served (see list below)

After meals

- Children are encouraged to put their plates and cups onto the kitchen bench.
- Face cloths are provided for children to wipe their face and hands

Note: Special diets are catered for in cases of allergy, food intolerance and religious beliefs in conjunction with family

- Set times for meals for toddlers and young children - meals for infants when required
- Our cook will follow cleaning schedule for kitchen to maintain hygienic and safe standards of food, area and equipment for preparation, serving and storing of all food, in accordance to our Food Safety Plan.

- There are to be no bottles in beds or cots. Infants under 6 months of age and other children unable to drink independently are held semi upright or on a cushion on carpet, with teacher alongside, when being fed bottles.
- Food must be prepared, served and stored hygienically, as set out in our Food Plan.
- All children must be supervised while eating, a teacher seated at table or alongside high chairs.
- A record of all food prepared and served (by The Orchard Child Care & Preschool) during the service's hours of operation will be kept in our Food Plan (as set by Min of Primary Industries) for 3 months.
- When eating food harvested from our orchard or garden, the same guidelines apply. A grater and peeler will be taken to ensure food is safe for children aged under 3 years. A mortar and pestle will be used to crush harder food (eg walnuts). Children to be seated while eating with a staff member seated alongside.
- All permanent teaching staff will have first aid certification.
- Visual prompts to aid a choking child will be displayed around the dining area.
- Squishable food be cut into pieces smaller than a child's finger nail, to avoid choking risk
- Celebrations (ie birthdays) acknowledged with fairy bread or 100s and 1000s biscuits, provided by family

HIGH RISK CHOKING FOODS - Will not be served at The Orchard child care.

- whole or pieces of nuts
- large seeds, like pumpkin or sunflower seeds
- hard or chewy sweets or lollies
- crisps or chippies
- hard rice crackers
- dried fruit
- sausages, saveloys and cheerios
- popcorn
- marshmallows.
- ALL confectionery

The following information around foods that have a higher risk of choking but can be altered, from the Ministry of Health, shall be adhered to as we cater to all our children's dietary needs and safety:

How to alter high-risk food to lower its choking risk

Food characteristics	Examples	Choking risk	Changes to reduce risk	
			1–3 years old	4–6 years old
Small hard food	Pieces of raw carrot, apple or celery	Difficult for young children to bite through and break down enough to swallow safely. Pieces can become stuck in children’s airways.	Grate raw carrot, apple or celery, spiralise to create vegetable or fruit spirals, slice thinly using a mandolin. Cook until soft ¹ and cut into strips (around 4–6 cm long) that can be picked up with one hand.	Prepare as for 1–3 years. All firm fruit and veges to be grated Raw or cooked vegetables or fruit cut into sticks (approximately 4–6 cm long) that can be picked up with one hand.
Small round or oval food	Fruit with stones and large seeds or large pips like watermelon Grapes, large berries, cherry tomatoes Raw green peas	Small round foods can lodge in children’s airways.	Remove stones and large seeds or large pips. Quarter or finely chop grapes, berries and cherry tomatoes to an 8mm x 8mm size or smaller (about half the width of a standard dinner fork). Cook and squash with a fork.	Halve or quarter grapes, berries and cherry tomatoes Whole cooked green peas are acceptable.
Food with skin or leaves	Chicken Lettuce and other raw salad leaves, spinach, cabbage Stone fruit (eg, plums, peaches, nectarines)	Food skins are difficult to chew and can completely seal children’s airways.	Remove skin from chicken. Finely slice or chop salad leaves, spinach and cabbage. Grate raw carrot, apple or celery, spiralise to create vegetable or fruit spirals, slice thinly using a mandolin.	Prepare as for 1–3 years. Raw or cooked vegetables or fruit cut into sticks (around 4–6 cm long) that can be picked

¹ 'Soft' means the food can be easily squashed between your thumb and forefinger, or on the roof of your mouth with your tongue.

Food characteristics	Examples	Choking risk	Changes to reduce risk	
			1–3 years old	4–6 years old
	Apples and pears Tomatoes		Cook until soft ² and cut into strips (around 4–6 cm long) that can be picked up with one hand.	up with one hand. Peel stone fruit
Compressible foods	Pieces of cooked meat	Can fit into the shape of the airway and get wedged tightly.	Cook meat until very tender. Choose mince, shred or chop meat to 8mm x 8mm sized pieces.	Prepare as for 1–3 years; or offer thin strips of meat (around 4–6 cm long) that can be picked up with one hand or with a fork.
Food with bones	Fish Chicken nibbles	Small bones present a choking risk.	Remove all bones. NOT USED AT THE ORCHARD	
Thick pastes	Nut or seed butter	Can fit to the shape of a child's airway or stick to side of airway.	Use smooth thick pastes sparingly, spreading thinly and evenly onto bread.	
Fibrous or stringy food	Raw pineapple	Fibres make it difficult for children to break up the food into smaller pieces.	Peel the skin or strong fibres off where possible. Slice these foods thinly across the grain of fibres.	

² 'Soft' means the food can be easily squashed between your thumb and forefinger, or on the roof of your mouth with your tongue.

Lunchbox Guidelines - for food supplied from home.

- Please observe the guidelines in the “**How to alter high-risk food to lower its choking risk**” tables. We ask that you prepare food in accordance to these guidelines.
- In addition to the table of foods to alter, the Ministry of Health identifies further items as high choking risk, so we ask that they do not be put into lunch boxes. They have the highest risk of choking on, and are either not practical to alter, have no or minimal nutritional value, or both:

HIGH RISK CHOKING FOODS - Keep at home please

- whole or pieces of nuts
- large seeds, like pumpkin or sunflower seeds
- hard or chewy sweets or lollies
- crisps or chippies
- hard rice crackers
- dried fruit
- sausages, saveloys and cheerios
- popcorn
- marshmallows.
- ALL confectionery