

# LITTLE SPONGES MONTESSORI

## FOOD SAFETY

It is the policy of LITTLE SPONGES MONTESSORI to ensure that all food and drink prepared and consumed on its premises is prepared to the highest standard to prevent any type of illness in the children in its care and its staff.

This Policy subscribes to the four basic principles of food hygiene to:

- ensure food areas are clean and a good standard of personal hygiene is maintained
- cook all food thoroughly
- keep food at the right temperature
- prevent cross-contamination.

All staff have been trained in Food Safety (Level 2).

We ensure that all snacks and drinks are healthy, balanced and nutritious and information about children's special dietary requirements, preferences, food allergies and special health requirements are obtained before the child is admitted to Little Sponges.

An area is adequately equipped to provide healthy meals, snacks and drinks and fresh drinking water is available at all times.

### **The employer will:**

- adhere to its Cleaning Policy with regard to all food preparation and eating areas
- provide training for its staff with regard to food safety, food hygiene and personal hygiene
- work with parents so that all foodstuffs provided by parents are within these policy guidelines.
- Any incidents of food poisoning affecting two or more children cared for on the premises will be reported to OFSTED as soon as practicable and within 14 days of the incident.

### **Employees will:**

- maintain a high standard of personal hygiene at all times
- inform the Head of Little Sponges if they know, or suspect, they are suffering from, or carrying any disease which may contaminate food, and not to work with food if suffering from such illness
- bring promptly to the attention of the Head of Little Sponges any breach or suspected breach of procedures or any action of any person which they feel may compromise the hygienic nature of any food preparation, storage or service.