

**Policy 8:**  
**Menu, Meals and Nutrition Policy**  
Updated March 2019

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**Section 1:**

**What are the specifics of this Policy?**

**Which other Policies apply to this Policy?**

Most Policies apply to this Policy but these Policies particularly apply?

- Staff Policy – Policy 1
- Care, Learning and Play – Policy 2
- Safety Policy – Policy 6
- Health Policy – Policy 7

**What does this Policy do?**

This policy outlines the day to day management of food planning, nutrition and menus. This ensures that parents and children have varied nutritional choices and that all members of the Nursery Community are aware of their role within the Policy.

**Who does this Policy apply to?**

This Policy is for the children and staff including ancillary staff and particularly our Nursery Chef who requires a full working knowledge of this Policy.

**Who has responsibility for monitoring this Policy?**

The Nursery Chef, and the Nursery Manager have responsibility and share any thoughts or concerns with the Company Director.

**What about Policy review?**

Due to seasonal patterns of attendance portion control and menus are kept under constant review by the Nursery Chef. The Policy is reviewed periodically or if required by the Nursery Managers. The Nursery Director oversees this policy. The Policy is also reviewed when Government guidance is updated, current advice can be found here: [www.foundationyears.org.uk/wp-content/uploads/2017/11/Eat-Better-Start-Better1.pdf](http://www.foundationyears.org.uk/wp-content/uploads/2017/11/Eat-Better-Start-Better1.pdf)

**Who has responsibility for implementing this Policy?**

The Nursery Chef, Manager and all staff who engage in the feeding and preparation of food for children have responsibility. The senior member of staff on duty must provide positive and negative feedback to the Manager immediately the Manager returns on duty. This includes portions control, food freshness and quality.

**Is there a qualified person who advises about nutrition in Nursery menus and what advice is followed?**

We have a registered Nutritionist, Julia Wolman, who reviews and oversees our menus ensuring sound guidance and advice. [www.juliawolman.co.uk](http://www.juliawolman.co.uk) The latest guidance is always followed.

**Who can have a copy of this Policy?**

All staff, parents, students, Nursery Chef and professional visitors can be offered a copy of this Policy.

**Section 2:**

The material contained in this Policy is Intellectual Property owned by Children-First. No transmission, copying or relaying to a third party of this Policy is permitted. The company reserves the right to bring a claim for damages against any person found to have unlawfully

## **Policy 8: Menu, Meals and Nutrition Policy**

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### **What does the Policy Statement, basis of the Policy and aims of the Policy tell us?**

#### **What are the Aims of this Policy?**

The aims of this Policy is to ensure that every child in our care receives high quality, nutritional, appropriate food, and that parents and children are able to make informed choices. We strive to ensure that children enjoy their meals in a relaxed, family service environment. We ensure that the Welfare Requirements are fulfilled, *"Children are provided with regular drinks and food in adequate quantities for their needs. Food and drink is properly prepared, nutritious and complies with dietary and religious requirements"*.

#### **What is the basis of this Policy?**

The basis of the Policy is that food is fresh, freshly prepared, nutritious and meets current guidelines for young children. There are 3 week rotating menus at each Nursery. The rotating menu ensures that children are aware of the different options available for the different age groups and the full variety of choices. Food is ordered and delivered freshly each week. The Nursery Chef cooks and prepares fresh food for the children each day. Parent's recipes and comments are welcome. Quality fresh fruit that is served raw and vegetables that are used as crudités and for salad must be delivered freshly each week. Correct amounts must be ordered ensuring no wastage and full usage.

#### **What is the Policy Statement?**

The Nursery upholds the focus of the Welfare Requirements *"Adequate and nutritious food and drink are essential for children's wellbeing. The registered person and staff have a good understanding of children's dietary and religious requirements and meet these appropriately to promote children's healthy growth and development."* We provide all children in our care with the highest quality food from recognised suppliers. Food is prepared and served in hygienic conditions and the Chef's Food Hygiene certificate is clearly displayed in the kitchen. Menus are carefully balanced to provide healthy options and include at least five portions of fruit or vegetables each day. Protein sources are lamb, pulses, chicken, fish, dairy, Quorn and soya products, including the children on a vegetarian diet. Nursery food is attractive, wholesome and fresh to ensure that Children receive a high level of nutrients, as required by the under-five's. The menu is varied and contains fresh seasonal ingredients as such is subject to substitutions and changes. At each meal appropriate dishes are served to the different age groups of children that we cater for. Wholemeal and wholegrain products are included in the menus to ensure children have enough fibre. The children enjoy healthy snacks such as: vegetable snacks, rice cakes, fresh fruit and oat cakes. Our Nursery Chefs takes great care and pride in home cooking, which avoids most convenience foods, artificial flavourings, colourings and preservatives. We are able to cater for children's cultural needs, religious requirements, allergies and other dietary requirements or preferences such as a low sugar diet, veganism or vegetarians. We never knowingly provide any foods which contain genetically modified ingredients, high levels of additives or that are highly processed. We include a wide variety of dishes and tastes from around the world in meals that are inviting and delicious for younger children. Fresh drinking water is always available in each of the children's rooms. Portion sizes are based on the latest recommendations depending on children's age and, or development.

### **Section 3:**

#### **Why is nutrition important in the early years for children and what are the benefits of outstanding nutrition?**

##### **What is the value of fresh nutritious food?**

The growing body of research is clear in that, a healthy diet for young children, leads to healthy adolescents and adults. Nursery has a responsibility to ensure that children are offered a healthy, balanced, varied and nutritious menu which provides the best balance of vitamins, minerals, protein, good fats, fibre and carbohydrates for as needed for babies, toddlers and under 5's. We follow the latest guidance and menus are overseen by a qualified Nutritionist who specialises in children's nutrition, [www.juliawolman.co.uk](http://www.juliawolman.co.uk)

### **Section 4:**

#### **How must the staff ensure meals be enjoyed by the children and that the children understand hygiene and the value of healthy food?**

##### **What are the conduct requirements for mealtimes at Nursery to provide an environment of shared family service where children understand hygiene and the value of healthy food?**

- Good hygiene is essential so all children must wash their hands before any food is consumed.
- Staff must talk to children about health and good hygiene during the handwashing process.

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- Older children can be used as role models and spread around the tables, younger children and new children must sit with a member of staff, who they know well, preferably their Key Worker.
- As children grow autonomy and self-help skills must be encouraged and children helped to learn to feed themselves.
- Younger children must sit in smaller groups with an adult at each table.
- All staff must be seated when talking to children and serving food.
- Bowls and plates must be passed around the table encouraging children to help themselves.
- Staff must use a knife and fork and provide excellent role models for children.
- Staff must not eat food from another source whilst sitting with the children.
- Staff must be encouraging children to engage in conversations with them and with the other children.
- Younger children must be asked: *How much would you like? Who many spoons of food would you like? Would you like some more? How hungry are you today? Do you think this is very healthy? How will it help you grown? What do you think of the taste, texture and flavour of .....?* And more enabling questions that enable children to verbalise their thoughts.
- Older children of 18 months or older must be supported to serve themselves food at breakfast, lunch and tea. Snack should be fully self-service.
- The Nursery Chef must ensure that all foods are separated into clear oven proof glass dishes so the children are able to choose what and how much they would like to eat of each dish. Staff must encourage and support the children to make the right choices to ensure a balanced meal.
- All children must be encouraged to use age appropriate cutlery and two items of cutlery, e.g. a knife and fork or a spoon and fork for their main course and a spoon for their dessert.
- A higher level of organisation and consistent staffing for different groups of children will ensure staff know the children on their table and are able to encourage child to develop to the next stage and enjoy their meals.
- Children who are slow eaters must be placed close to an adult who knows them and who has an ongoing relationship with them.
- Children must be their own judges as to portion control unless we have parental instruction on preferences.
- Food plates must be scraped away from the tables at which children are still eating. Older children of 18 months or more must be supported to empty their own plates.
- Food plates must not be scraped into fresh food, as this may be required by other children who require more.
- Tables must be adequately cleaned between courses or before dessert is served using an appropriate products and the correctly colour coded cloth
- Transparent serving bowls, jugs and dishes must always be used so the food looks appetising and inviting. Packaging containers and opaque plastic dishes must not be used for serving at the table.
- Tables must be cleaned properly after the meal using an appropriate product D2.3 and the correct colour coded cloth.
- Children must be encouraged to explore new tastes, textures and flavours.
- Children wash their hands and faces after lunch using water soap and paper towels. Staff must accompany them.
- Staff must understand dietary needs, preferences and requirements and varying patterns of eating behaviours.
- Autonomy is encouraged for older children with the use of a trolley.
- Mealtimes must be relaxed, enjoyable and pleasurable; staff must constantly endeavour to ensure compliance with this. Each child should have a personal table place mat or name label made indicating dietary requirements and preferences with their first name only, preferably made by the child.
- Water must be at an accessible level at mealtimes.
- Children will be grouped consistently so that staff get to know and understand the portions they like and the stage of autonomy they are at.
- Children will be part of the setting up and clearing away of lunch
- Spare food from a table will be available for other children – encouraging sharing and caring,
- Younger babies have high chairs and are fed in groups of three.
- Children progress to sitting in chairs around the nursery tables and feeding themselves.
- Staff are encouraged to eat with the children at lunch times, however this is not a necessity. Staff must eat food identical to the children and not import any other food.
- Correctly sized and appropriate cutlery and crockery is provided and children are encouraged to move

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on to the next stage when appropriate

- The Nursery cook is always involved in the whole of the mealtime and engages with the children
- Mealtimes afford an excellent opportunity for children to develop table manners and social skills.
- Staff who are not on duty must never remove food from the children for their own consumption.
- Desserts must never be withheld if children do not eat their lunch

#### **Section 4:**

##### **Why is nutrition important in the early years for children and what are the benefits of outstanding nutrition?**

The growing body of research is clear in that, a healthy diet for young children, leads to healthy adolescents and adults. Nursery has a responsibility to ensure that children are offered a healthy, balanced, varied and nutritious menu which provides the best balance of vitamins, minerals, protein, good fats, fibre and carbohydrates for as needed for babies, toddlers and under 5's. We follow the latest guidance and menus are overseen by a qualified Nutritionist who specialises in children's nutrition, [www.juliawolman.co.uk](http://www.juliawolman.co.uk)

#### **Section 5:**

##### **What does the Nursery do to meet all dietary requirements and allergies?**

###### **How are staff kept informed of particular dietary requirements?**

The Enrolment Form contains a section requesting information of particular dietary requirements and preferences. Managers liaise with parents who have particular requirements and preferences. Staff are kept informed monthly. The Manager prints an updated dietary requirement schedule which is read and signed by all members of staff. The Nursery is a nut free environment however most food products now carry disclaimers so must be excluded from the diets of children with allergies. This is covered further in the relevant policy.

###### **How are parents informed of what their child has eaten?**

Parents are informed on a daily basis of what their child has eaten via verbal feedback, daily reports, and menu rotas.

###### **How do we cater for particular dietary requirements?**

Children dietary requirements due to cultural requirements, religion, dietary preferences and allergies. Children-First cater for all children's needs and preferences. We have a comprehensive Nursery management programme which enables us to print full details of our children's dietary requirements and food allergies. Any child suffering from anaphylactic allergy to a specific item is required to provide full information from the child's consultant and parent. Children also have different coloured plates, bowls and beakers which are the same size and shape as the other children. This system is similar to schools and so it enables the children to start to understand more about their personal requirements or allergies.

###### **What about bottle feeds, milk, formula, soya, goats' milk, formula and breast milk?**

All milk feeds for babies are provided by parents on a daily basis, this enables parents to choose their child's preferred brand. Babies milk for the day must be measured out by the parents at home and brought into Nursery. Water must be measured into the bottle and the powder separate. All items must be clearly labelled with the child's name. Empty bottles are collected, sterilised and provided by the parent or carer each day. Expressed breast milk is a bodily fluid and is subject to health and safety procedures and policy.

###### **What choice do children have?**

Menus display the variety of choices offered to all children e.g. there are often choices of sandwich toppings and a variety vegetable sticks at tea time. At least two main dishes and specially prepared food for younger babies. Children are gently encouraged to try new foods. Deserts are offered to children who do not eat all of their savoury meal. There is always plenty of food and children are offered second helpings but not third's, and are only ever offered one dessert unless fresh fruit. Fresh water is always available at all meal times. Children who are sleeping or not in attendance when a meal is served, are fed individually when they require. Children are encouraged to drink water as appropriate.

###### **Why is organic food ordered for Independent Place Nursery?**

Wherever possible organic food for snacks and meals is chosen at Independent Place on our online supermarket order. Variations from organic items ordered may be due to stock, season or lack of choice for

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the Nursery Chef when placing the order. These changes were as a result of parent wishes and consultation and are factored into Nursery fees.