



BEECHWORTH COMMUNITY CHILDCARE CENTRE

FOOD HANDLING and SAFETY POLICY

Associated Policies:

Food Safety Plan
Nutrition Policy
Hygiene Practices for Children Policy
Maintenance Policy

Original: May 2009
Ratified: 19/03/2014
Review: 28/02/2014
Revised:
Next Review Due: February 2016

Legislation: Education and Care Service National Regulations
Regulation 77 Health, hygiene and safe food practices
Regulation 88 Infectious diseases
Regulation 90 Medical conditions policy
Regulation 91 Medical conditions policy to be provided to parents

National Quality Standards

Element 2.1.1 - Each child's health needs are supported.

Element 2.1.3 - Effective hygiene practices are promoted and implemented.

Element 2.1.4 - Steps are taken to control the spread of infectious diseases and to manage injuries and illness, in accordance with recognised guidelines.

Element 3.1.2 - Premises, furniture and equipment are safe, clean and well maintained.

Food Safety Standards for Australia, 2001

Standard 3.2.2 - Food Safety Practices and General Requirements

Location/Ownership: POLICY MANUAL - "Health and Safety - Centre"

POLICY STATEMENT:

This policy must be read in conjunction with the Food Safety Plan, which details all related procedures.

- Effective food safety practices:
 - reflect the Food Safety Standards for Australia in relation to safety practices, premises and equipment standards;
 - reinforce consistent food safety practices in the service;
 - reduce the risk of potential food-borne illnesses;
 - identify potentially hazardous foods;
 - are regularly reviewed; and
 - comply with legislative requirements whilst maintaining a flexible approach to meet best practice.¹

(Food Safety Standards for Australia, 2001)

CONSIDERATIONS:

Philosophy - Beechworth Community Child Care Centre has a duty of care outlined in the *Food Safety Standards for Australia 2001* to ensure that all persons² are provided with a high level of food safety knowledge and/or practices during the hours of the service's operation.

Children's needs - to ensure the provision of food in a safe and hygienic manner, catering for all children's dietary needs.

Parents needs - to be assured that there is a shared responsibility between the service and its stakeholders to implement the Food Safety Policy and hygiene procedures as a high priority.

Educator needs - to ensure the safe provision of food to children by following the Food Safety plan and hygiene procedures.

Management needs - to fulfil its duty of care to implement and adhere to the service's Food Safety Policy and ensure a level of protection to all persons who access the service's facilities and/or programs.³

PROCEDURE:

Notification and/or safety checks/Food safety program audits

- The service is registered with a local government (Shire of Indigo) environmental health officer. Annual food safety checks will be carried out by the shire.
- The Centre's Food Safety Plan will be reviewed regularly by relevant staff and educators and an independent audit will be completed annually.

Professional development and training

¹ The Australian Food Safety Standards, while encased in federal law through the [Food Standards Australia New Zealand Act 1991](#), are implemented, governed and enforced by Australian state and territory governments through additional laws and regulations.

- Level 1 food handler's course completed by educators and Level 2 Supervisors course will be completed by coordinator or cooks/catering officer. The Supervisor's role is to communicate with coordinator and staff about food handling, preparation of food, hygiene practices and safety of the food distribution.
- Informal training through professional development materials, such as written resources, posters or audio-visual aids.

Food safety practices

The importance of hand washing

- The service practices the importance of hand washing to minimise the spread of food-borne illnesses and the cross-contamination of different foods.
- Hand washing is required before and after handling food (including before wearing gloves), before mealtimes with children, before feeding an infant a bottle, or after disposing of food waste.

Minimising the risks from potentially hazardous foods

- A food handler must take all reasonable measures not to handle food or surfaces likely to come into contact with food in a way that is likely to compromise the safety and suitability of food.
- All educators to follow the Centre's Food Safety Plan which details the procedures for:
 - Receipt of food from food suppliers
 - Provision of food
 - Handling of food preparation, including cooking, food processing, cooling and reheating of food (may include temperature guidelines)
 - Storing and protecting food from contamination (link to temperature guidelines)
- Transporting food from one care setting to another. For example, long day care services transporting food provided by the service on an excursion.
- The use of thermometers
- Food safety exclusion guidelines for educators
- Cleaning and sanitising food surfaces and equipment
- Maintenance of food storage facilities and equipment
- Maintaining the environment free from animals, pests and vermin
- Food disposal (where appropriate, compost on site)
- Hygiene and health of food handlers
- Whenever handling food not intended to be cooked or treated, use utensils (e.g. tongs) or disposable gloves (children must use tongs if serving selves)
- Certain foods may be potentially hazardous, for example, poultry, seafood and dairy products. The service may have information and procedures regarding the storage, processing and handling of those food products.

Food safety requirements for children and families

- For children with allergies and food intolerances - staff are to follow the procedures in Nutrition Policy and Anaphylaxis policy.

Protective behaviours and practices

Educators, staff, students and volunteers are role models.

- Children learn through example and role modelling is an important strategy in children's services to maintain quality standards.
- Staff/educators, students and volunteers must comply with the Food Safety Policy and Food Safety Plan.
- Through the induction process, staff/educators, students and volunteers will learn of the policies and the Food Safety Plan that they will need to read and put into practice.

REFERENCES:

- [Food Standards Australia New Zealand Act 1991](#)(Cwlth).
- Food Standards Australia New Zealand. (2001) accessed 28/02/2014 on at <http://www.foodstandards.gov.au/>
- <http://www.health.vic.gov.au/foodsafety/index.htm>