
Policy Statement

We aim to provide varied and nutritious food consistent with the Dietary Guidelines for Children and Young People in Australia. This is essential for a child's healthy growth and development. We aim to provide a relaxed and enjoyable environment for children to eat their meals and snacks. All food served will be consistent with the child's own dietary requirements and take into consideration the children's like and dislikes as well as any cultural or religious requirements of families.

Educators will encourage and promote healthy food habits and attitudes through positive role modelling and practices. Parents will be encouraged to share family recipes and traditions to enrich the variety and enjoyment of food by the children and support the children's development of respect for and understanding of diversity.

Breast feeding and breast milk is important for each child's growth and development and we will encourage and support mothers to continue breast feeding and providing breast milk until at least 12 months of age in line with recommendations by recognised authorities.

Procedures – OOSH & LDC

Nominated Supervisor will ensure:

- ✓ Educators attend regular professional development on nutrition and food safe practices.

Coordinators & Educators will ensure:

- ✓ they handle and store food according to ACI Food Safety Policy.
- ✓ all children's individual needs such as allergies, cultural requirements, and health needs etc. will be addressed in the Menus and parents advised if they will be required to supply specific foods for their child.
- ✓ food and beverages provided are varied, nutritious and adequate in quantity to suit the child's growth, development, religion or cultural beliefs and dietary requirements.
- ✓ children have access to fresh drinking water that will be available at all times. Children will be encouraged to access the water themselves when required, using either the bubblers or water provided. For younger children, Educators will offer them water regularly during the day.
- ✓ a list of the children's allergies and food restrictions will be displayed in an area accessible to all staff.
- ✓ during the development of the Menus and any cooking activities, the principles set out in the Australian Dietary Guidelines 2013 and Infant Feeding Guidelines 2012 and the child's individual needs will be considered.
- ✓ breakfast will be provided for children between 6.30am and 8.00am.
- ✓ menus will be displayed each week that accurately describes the food and beverages provided each day. They will be displayed in an accessible place for families and children to view.
- ✓ cooking activities will be displayed on the weekly program.
- ✓ programmed cooking activities encourage children to develop life skills and education on safe hygienic practices and respect of other cultural foods. Throughout the activity Educators will ensure our Hygiene and Cleaning and Food Safety Policies and Procedures are adhered to.
- ✓ during a programmed cooking activity educators should provide an equal alternative if the recipe could not be altered to suit all children's needs.
- ✓ children are encouraged to eat their healthy foods first before any snacks in their lunchboxes.
- ✓ they are positive role models and their packed lunches and food from home, consumed in front of the children, is nutritious and has minimum processed, sugary foods.
- ✓ meal and snack times will be seen as a social event where children and Educators can sit and relax and talk about their day.
- ✓ There are discussions about the variety of different cultural foods, food hygiene and healthy food choices during mealtime.
- ✓ everyone shall be seated while eating.
- ✓ Children are encouraged to eat their food; however they will not force them to eat.

- ✓ Parent will be informed, if they insist their children eat all their food, the child will be encouraged to sit and eat for 15 minutes or until all other children have finished eating and then ask the child to put the remaining food in their bag and join in the programmed activities.
- ✓ The denial of food will never be used as a punishment, reward or bribe.
- ✓ Where food and drink are not provided, no menu will be required.
- ✓ Education of healthy eating habits will be developed through ongoing examples, specific activities, notices, posters and on our Website.

Parents/Guardians will be:

- ✓ involved in developing their child's Risk Minimisation Plans for allergies and intolerances (refer to ACI Medical Conditions Policy).
- ✓ Aware we provide the following meals
 - Long Day Care – Breakfast, Morning Tea, Lunch and Afternoon Tea.
 - Before School care – Breakfast.
 - After School Care – Afternoon Tea.
 - Vacation Care – Breakfast and Afternoon Tea.
- ✓ Informed they will need to provide Morning Tea and Lunch for Vacation Care, unless stated on the Program.
- ✓ required to provide adequate food/drinks to sustain their child's needs throughout the day.
- ✓ provided with information on the types of foods and drinks recommended for children and suitable for children's lunchboxes as per Australian Dietary Guidelines.
- ✓ encouraged to share family and cultural practices on their Enrolment and through surveys and feedback. This will be acknowledged and addressed in the provision of Programmed cooking activities and the Daily Menu.

Procedures - Long Day Care

Mealtimes -

- ✓ routines are flexible enough so that children who do not eat during routine meal or snack times, or who are hungry, are provided with food. Educators will not force children to eat food they do not like or more than they want. The Guidelines are available on NHMRC Websites - [The Australian Dietary Guidelines | Australian Government Department of Health and Aged Care](#) & [Infant feeding guidelines - Information for health workers \(eatforhealth.gov.au\)](#)
- ✓ will follow the Guidelines for serving different types of food and serving sizes as outlined in the Guidelines – Eat for Health - [Eat For Health](#).
- ✓ all food will be prepared and stored according to our Hygiene and Cleaning and Food Safety Policies and Procedures are adhered to.
- ✓ families will be provided with their child's daily food and beverage intake.
- ✓ babies will be feed individually.
- ✓ children will be provided with age and developmentally appropriate utensils and furniture.
- ✓ will be relaxed, pleasant and timed to meet most children's needs.
- ✓ toddlers and young children will be encouraged to develop their sense of agency by feeding themselves independently and developing their social skills at mealtimes.

Breastfeeding, Breast Milk and Bottle Warming -

Responsible Person and Educators will ensure:

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- ✓ the procedures for sterilising bottles and teats, preparing, heating and storing bottles of formula and breast milk are adhered to.
 - ✓ infants over 6 months of age are given small amounts of cooled boiled water in addition to breastmilk or formula as required.
 - ✓ infants are given only breast milk, formula, or cooled boiled water: They are not given fruit juice in their bottle due to the increased risk of tooth decay.
 - ✓ they wash their hands thoroughly and wear gloves when preparing bottles.
 - ✓ bottles are stored in an appropriate area for food preparation.
 - ✓ they adhere to each individual child's feeding routine.
 - ✓ they document the amount of milk each infant has consumed including the time of feeds.
 - ✓ they communicate on a regular basis with the family about the infants feeding patterns and routines.

Families will:

- ✓ be informed during orientation that children's bottles must be clearly labelled with the child's name.
- ✓ label bottles containing breast milk or formula with the date of preparation or date of expression.
- ✓ bring at least 4 sterilised bottles and measured formula in individual containers each day to meet their child's requirements.
- ✓ supply breast milk in multiple small quantities to prevent wastage.
- ✓ ensure bottles, teats and dummies are sterilised prior to bringing them to the Service.

Sterilising bottles

- ✓ If the Service needs to sterilise bottles –
 - Use a Microwave Steriliser – as per Manufacturer's instructions.
 - Store all of them in a sealed container in the fridge.
 - The container must be washed every day in hot soapy water and rinsed in very hot running water.
 - use all items within 24hours of boiling.

Storing Sterilised Bottles -

If not using sterilised bottles immediately, care needs to be taken to store them correctly to avoid them coming into contact with bacteria.

Educators will ensure:

- ✓ their hands and the work bench are clean.
- ✓ they use gloves, place the teat 'upside-down' in the bottle, and place the sterilised cap (if bottle has one) and lid on the bottle.
- ✓ bottles for individual children are stored in a clean separate area and in individual containers.
- ✓ if not used within 24 hours sterilised bottles should be sterilised again before use.
- ✓ bottles have been rinsed after each use and handed back to the family at the end of the day to be taken home and sterilised.
- ✓ if a child has used a bottle provided by the Service, it will be washed and sterilised.

Preparing Formula –

Educators will:

- ✓ ensure hands and work bench are clean.
- ✓ prepare only one bottle at a time. Extra formula can be stored in the refrigerator if necessary for up to 24hours.
- ✓ ensure bottles are labelled with child's name and date bottle was prepared prior to it being stored in the refrigerator.

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- ✓ Empty measured amount of formula into bottle of water (provided by family), swirl and shake bottle to mix powder and water.

If a child does not have a bottle or enough bottles for the day, Educators will:

- ✓ boil water and leave to cool to room temperature.
- ✓ check instruction on formula tin for how much water to use. Put this amount of cooled boiled water in a sterilised bottle.
- ✓ check instructions on formula tin for how many scoops of powder to use. Tap scoop and level powder with levelling device in tin or a sterilised knife. Add powder to cooled boiled water in bottle.
- ✓ Place teat and cap on bottle and swirl and shake bottle to mix powder and water.

If bottle has been stored in the refrigerator and needs to be warmed up –

- Use a Bottle Warmer - as per Manufacturer's instructions.
- Shake bottle well.
- Before feeding the child, check the temperature of the milk by letting a small drop fall on the inside of your wrist. The milk should feel warm not hot.
- ✓ any formula that has been at room temperature for longer than 1 hour should be discarded.
- ✓ formula that has been at room temperature for less than 1 hour may be stored in a refrigerator for up to 24 hours (in a sterile container) – discard any refrigerated formula that has not been used within 24hrs.

Mothers who breastfeed at the Service -

- ✓ We will support mothers who wish to breastfeed at the Service by providing a quiet, relaxing place with a comfortable chair for mothers to breastfeed or express milk. Educators will take into account mothers' preference for privacy. A sign will be placed on the door when a mother is using the facilities.
- ✓ Breast milk that has been expressed should be brought to the service in a clean sterile container labelled with the date of expression and the child's name. We encourage families to transport milk to the Service in cooler bags and eskies. Educators will:
 - put the breastmilk in the fridge as soon as families arrive at the Service.
 - refrigerate the milk at 5° Celsius or less until it is required.
 - follow warming instructions as outlined above.
 - consult individual families for instructions if they do not have enough breastmilk to meet the child's needs that day.
 - return any unused breastmilk to families when they collect their child. Educators will not store unused milk at the Service.

Considerations

Education and Care Services National Law

165	Offence to inadequately supervise children
166	Offence to use inappropriate discipline
167	Offence relating to protection of children from harm and hazards
175	Offence relating to requirement to keep enrolment and other documents

Education and Care Services National Regulations

77	Health, Hygiene and safe food practices
78	Food and Regulations
79	Service providing food and beverages
80	Weekly menu
90	Medical conditions policy
91	Medical conditions policy to be provided to parents
157	Access for parents
162	Health information to be kept in enrolment record
168	Education and care service must have policies and procedures
170	Policies and procedures to be followed

Education and Care Services National Quality Standards

Quality Area	Standard	Element
QA 2 Children's health and Safety	2.1 Health	2.1.1 Wellbeing and comfort
		2.1.2 Health practices and procedures
		2.1.3 Healthy lifestyle
QA 6 Collaborative partnerships with families and communities	6.1 Supportive relationships with families	6.1.1 Engagement with Service
		6.1.2 Parents views are respected
		6.1.3 Families are supported
QA 7 Governance and Leadership	7.1 Governance	7.1.2 Management Systems

Activity Centres Inc. Policies and Procedures

Enrolment	Hygiene and Cleaning
Food Safety	Medical Conditions

My Time, Our Place

Outcome 1: Children have a strong sense of identity	<ul style="list-style-type: none"> • Children feel safe, secure and supported • Children develop their autonomy, inter-dependence, resilience and sense of agency • Children develop knowledgeable and confident identities •
Outcome 3: Children have a strong sense of wellbeing	<ul style="list-style-type: none"> • Children become strong in their social and emotional wellbeing • Children take increasing responsibility for their own health and physical well being

Early Years Learning Framework

Outcome 1: Children have a strong sense of identity	<ul style="list-style-type: none"> • Children feel safe, secure and supported • Children develop their autonomy, inter-dependence, resilience and sense of agency • Children develop knowledgeable and confident identities •
Outcome 3: Children have a strong sense of wellbeing	<ul style="list-style-type: none"> • Children become strong in their social and emotional wellbeing • Children take increasing responsibility for their own health and physical well being

Legislation

Websites

Department of Health and Ageing – Get Up & Grow (Infant Formula)	Raisingchildren.net.au – the Australian parenting website Infant formula preparation: in pictures Raising Children Network
Australian Dietary Guidelines 2013	Infant Feeding Guidelines 2012
Food Standards Australia New Zealand	Eat for Health – Department of Health and Aged Care
Food Act 2003	Food Regulation 2004
NSW Food Authority	Australian Breast Feeding Association Guidelines
Staying Healthy: preventing infectious diseases in early childhood and education and care services.	

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Policy is only endorsed if initialled by 2 members of the Management Committee

Endorsed by the Management Committee on the 04 November 2022
 Nutrition Policy is to be reviewed by the 04 November 2024