

# Edgeworth Child Care Centre Inc.

## Food Safety & Hygiene Policy

### Aim

In the interest of the safety and well-being of the children, educators/staff, and families at Edgeworth Child Care Centre it is essential to have adequate procedures and policies in place to secure safe food handling and hygiene practices that meet Work Health and Safety Standards, and current Food Safety Standards.

### Legislative Requirements

Education and Care Services National Law Act 2010  
Education and Care Services National Regulations 2011  
National Quality Standards 2011  
Work Health and Safety Act 2011  
Work Health and Safety Regulations 2011  
Food Standards Australia New Zealand  
Food Safety Standard Australia New Zealand  
Imported Food Control Act 1992  
Food Act 2003 (NSW)  
Food Regulation 2010 (NSW)

### Who is affected by this policy?

Children  
Families  
Staff  
Educators  
Management  
Visitors

### Implementation

This will be achieved by educators/staff following the procedures outlined below:

Have a specific designated area for food preparation and storage which is safe and hygienic.

Store food and drink appropriately as indicated by current authorities/information.

Follow appropriate food handling procedures, including

Workplace instructions for:

- hand washing routine.
- when hand washing should be undertaken.

Follow appropriate food preparation procedures such as:

- Using colour coded chopping boards.
- Using colour coded cleaning cloths.
- Serve food in a hygienic manner.

- Cleaning and maintenance of food preparation areas.

Follow the Food Safety Standards for temperature control of potentially hazardous foods:

- Storage at either 5 degrees Celsius or colder, or at 60 degrees Celsius or hotter.
- You must keep processing or preparation time as short as possible.
- Cooked food needs to cool to 5 degrees Celsius or colder as quickly as possible. Faster cooling times limit the time bacteria is able to grow or form toxins.
- Standards require food to be cooled from 60 degrees Celsius to 21 degrees Celsius in a maximum of two hours and from 21 degrees Celsius to 5 degrees Celsius within a further maximum period of four hours.
- If you reheat cooked and cooled food, you must reheat it rapidly to 60 degrees Celsius or hotter. You should aim to reheat food to 60 degrees Celsius within a maximum of two hours to minimise the amount of time that the food is at temperatures that favour bacteria growth or toxin formation.

Educate and promote safe food handling and hygiene in the children and families by:

- Sourcing and providing current information from recognised authorities to families.
- Undertake relevant training in food handling and hygiene safety, and sharing this information between all staff/educators at the Service.
- Encourage and promote discussion and awareness of food hygiene and safety practices with the children through spontaneous and planned experiences.
- Model appropriate practices with food handling and hygiene.
- Being aware of and respecting any cultural/religious practices in relation to food preparation and handling of food and drinks.

**The Approved Provider/Nominated Supervisor will ensure that this policy is maintained and implemented at all times.**

## Sources

Education and Care Services National Law Act 2010  
 Education and Care Services National Regulations 2011  
 Guide to the National Quality Standard 2011  
 Work Health and Safety Act 2011  
 Work Health and Safety Regulations 2011  
 Staying Healthy In Child Care, 5<sup>th</sup> Edition.  
 WorkCover NSW [www.workcover.nsw.gov.au](http://www.workcover.nsw.gov.au) Retrieved 25 10 17  
 NSW Food Authority [www.foodauthority.nsw.gov.au](http://www.foodauthority.nsw.gov.au) Retrieved 25 10 17  
 Food Safety Standards [www.foodstandards.gov.au](http://www.foodstandards.gov.au) Retrieved 25 10 17

## Review

The policy will be reviewed annually. Review will be conducted by management, employees, parents and any interested parties.

**Reviewed: 25 October 2017**

**Date for next review: October 2018**