

# D-4 Food Safety and Handling

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Epping Heights OSHC.

## NQS

QA. 1.1.3	Program learning opportunities.
QA. 2.1	Health.
QA. 2.1.1	Wellbeing and comfort.
QA. 2.1.2	Health practices and procedures.
QA. 2.1.3	Healthy lifestyle.
QA. 3.1.2	Upkeep.
QA. 4.2.2	Professional standards.
QA. 5.1.1	Positive educator to child interactions.
QA. 5.2.1	Collaborative learning.
QA. 7.1.2	Management systems.
QA. 7.1.3	Roles and responsibilities.
QA. 7.2.1	Continuous improvement.

## National Regulations

Reg. 77	Health, hygiene and safe food practices
Reg. 78	Food and beverages
Reg. 79	Service providing food and beverages
Reg. 168	Education and care service must have policies and procedures

## My Time, Our Place

LO. 1	Children and young people have a strong sense of identity
	Children and young people develop knowledgeable, confident self-identities and a sense of positive self-worth
LO. 3	Children and young people are aware of and develop strategies to support their own mental and physical health and personal safety
LO. 4	Children and young people are confident and involved learners
	Children and young people transfer and adapt what they have learned from one context to another

## POLICY STATEMENT

We will ensure effective food safety practices are implemented and maintained so to reduce the risk of potential food-borne illnesses, to identify potentially hazardous foods and to minimize the spread of illnesses and infectious diseases.

The Committee will ensure training is provided for in the budget to ensure staff are up to date in food safety, handling and hygiene practices within a childcare service according to current legislation and best practice.

### **RELATED POLICIES**

- Epping Heights OSHC Policy A-3: Philosophy
- Epping Heights OSHC Policy D-2: Hygiene
- Epping Heights OSHC Policy D-3: Food and Nutrition
- Epping Heights OSHC Policy D-13: Illness and Infectious Diseases
- Epping Heights OSHC Policy D-15: Allergies
- Epping Heights OSHC Policy E-1: Daily Routines

### **PROCEDURE**

NSW and Australian food laws require certain businesses to appoint at least one trained Food Safety Supervisor (FSS) per business premises. These laws include the NSW Food Act and Regulations and the Food Standards Code.

The aim of the requirement is to prevent individuals from becoming ill from food poisoning as a result of incorrect food handling and preparation.

A Food Safety Supervisor is a person who:

- Is formally trained to recognise and prevent risks associated with food handling
- Holds a current NSW Food Authority FSS certificate (no more than 5 years old) as per the NSW Food Act Section 106B(1a)
- Is not an FSS for any other food premises or mobile catering business
- Trains and supervises other people in the business about safe food handling practices, and
- Has the authority and ability to manage and give directions on the safe handling of food

Once training has been completed by the FSS it is a legal requirement that a copy of their FSS certificate be kept at the Service so it can be produced upon request by an authorised officer. The Food Authority encourages the Service to display their FSS certificate.

The following food preparation and serving standards as determined by the Food Standards Australia and New Zealand (FSANZ), will be maintained at all times.

Educators who prepare and serve food at the Service need to complete Food Handler Basics Training available at <https://www.foodauthority.nsw.gov.au/training/food-handler-basics-training>

Educators must have skills and knowledge relevant to their food duties and will observe the following guidelines in regard to hygiene when preparing food:

Not prepare foods for others if they are ill.

Ensure they do not sneeze, cough, or expel air over surfaces that may come into contact with food.

Always wash hands following sneezing, coughing, touching their hair or body, or blowing their nose.

Cover any wounds with appropriate food handler's Band-Aids

Always wash hands thoroughly with warm soapy water and dry thoroughly with paper towel before and after touching food, and in between handling raw and ready to eat foods.

Tie hair back when handling food

Ensure outer clothing is of a level of cleanliness that is appropriate for the handling of food.

Remove or cover jewellery when handling food

Instruct and supervise children to wash hands thoroughly before food consumption. Sufficient soap and hand drying equipment will be made available in the children's toilets.

Staff will observe the following guidelines in regard to food handling, preparation and storage:

Ensure cooking utensils are clean and washed either in the dishwasher to ensure appropriate sanitisation. Wooden food preparation utensils will not be used.

Staff will ensure bench tops and fridge are clean and kept clean by including in the termly cleaning schedule. All kitchen surfaces will be cleaned and sanitised before and after use.

Separate preparation areas, storage areas and utensils should be used for raw foods, cooked foods and ready-to-eat foods. Chopping boards are colour coded and used only for certain foods and thoroughly cleaned and sanitised after food preparation

Use clean tea towels and sponges. Sponges used for non-food purposes such as craft will be clearly marked and not used for kitchen purposes. Dishes are to be washed in warm, soapy water (45°C) and sanitized in hot water (77°C) or with chemical food grade sanitiser. Dishes will be air dried where possible. If dishes need to be dried, Tea towels will be replaced after each use. Wet tea towels will be hung in an appropriate "dirty tea towel drying are" before being put into a washing area.

Avoid serving food from damaged containers such as dented tins or broken seals.

Tongs will be used for the serving of food. Where possible, educators will encourage the development of children's food handling skills (see D-2 Hygiene Policy).

Check all "use by" dates. No food past its 'use-by' or 'best before' will be served at the Centre.

Discard leftovers in the fridge after 2 days.

Store foods in containers that are clean, easy to wash, have good fitting lids or are covered with plastic film. All containers will clearly display food safety labels identifying the food enclosed, any allergens (including may contain traces) that are relevant to the children, and the earlier of either the use by/best before date or the date food must be consumed by as per the packaging (i.e. use within 3 days etc.)

Store raw foods below cooked foods in the refrigerator.

Store raw meat products at bottom of the refrigerator.

Wash all fruit and vegetables thoroughly.

Always supervise children eating and warn them when food is hot.

Display a thermometer clearly in the refrigerator and freezer and check it daily. Correct cold storage temperature is below 5°Cdegrees

Avoid overfilling the freezer and fridge.

Keep kitchen free from vermin and insects. Food scraps will be cleaned from the kitchen every day and garbage will be disposed of effectively.

Staff will understand that the following food products are high-risk for food-borne bacteria:

Meat

Poultry

Dairy Products

Eggs

Small goods such as luncheon meats, ham

Seafood

Cooked Rice

Cooked Pasta

Prepared Salads such as potato salad and coleslaw

Prepared fruit salads or chopped fruit platters

Potential hazardous, high-risk foods will be handled with extra care by observing the following:

Keep high risk foods out of the 'temperature danger zone'. Keep cold food cold and hot food hot.

The temperature Danger zone is between 5C and 60C.

Cook hot foods to steaming hot i.e. an internal temperature of 75C

Keep cold foods under 5C.

High risk food left in the danger zone for more than four hours will be thrown away

High risk food left in the danger zone for two hours must be consumed within the four-hour rule (above) or discarded. Once high-risk food has been in the danger zone for two hours it cannot be kept as a leftover for future consumption.

When cooling cooked potentially hazardous food, cool the food:

Within two hours – from 60°C - 21°C

Within a further four hours – from 21°C - 5°C

Keep cold food in the fridge until it is ready to serve.

The Centre will review and evaluate food handling practices every 6 months in line with current food handling best practices from recognised authorities.

## **SOURCES**

- Education and care Services National Regulations 2011
- National Quality Standard
- My Time, Our Place Framework for School Age Care in Australia – V2.0
- NSW Public Health Act 2010 No.127 Part 3. Division 1
- Food Standards Australia New Zealand – Food Safety Standards Factsheets (<http://www.foostandards.gov.au>)
- Standard 3.2.2A Food Safety Management Tools – NSW Food Authority
- Australia and New Zealand Food Standards Code
- NSW Food Authority
- NSW Food Act 2003
- NSW Food Regulation 2010

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