



Food and Kitchen Hygiene Policy

Written by: Louise Lloyd-Evans

Date Written: 28 July 2025

Next Review Due: August 2026

Our Values

At Young Friends Kindergarten, **food and hygiene routines are a vital part of our curriculum**. They are not just about compliance — they are a way of teaching children to live **respectfully, sustainably and safely**.

Our kitchen and food spaces are calm, purposeful and inclusive.

- **Sustainability** – We reduce waste, make everything from scratch, and use real, durable materials to prepare and serve food.
 - **Respect** – Children are trusted to take part in food preparation and hygiene tasks, learning to respect food, the environment and each other.
 - **Authenticity** – We prepare real food in real ways — no packets, no ultra-processed items, no tokenistic play cooking.
 - **Supportive Leadership** – Staff model safe, clean, sustainable food handling and involve children at every opportunity.
 - **Community** – Mealtimes and kitchen routines build connection, belonging, and shared responsibility.
-

Policy Statement

We are committed to the **highest standards of food hygiene, storage, preparation, and safety** while involving children in meaningful, age-appropriate food experiences.

Our plant-based kitchen supports **health, environmental ethics, and inclusivity**, and is run to **Environmental Health '5 star' standards**.

Staff Roles and Training

- All staff involved in food preparation hold up-to-date **Food Hygiene Level 2** (or higher) certification.
 - Our **in-house cook** is responsible for leading food hygiene and storage systems.
 - **Daily food hygiene procedures and audits** are carried out in line with statutory requirements.
 - New staff are trained on food hygiene and kitchen safety during **induction** before taking part in any food preparation.
-

Personal Hygiene and Staff Conduct

- **Hands must be washed** thoroughly:
 - Before handling food.
 - After outdoor play, toileting, changing nappies, or contact with animals.
 - After handling waste or cleaning products.
 - Gloves are worn when appropriate (e.g., when handling ready-to-eat food or covering wounds).
 - Long hair is tied back; nails are kept short, clean and unpolished; jewellery (except plain wedding bands) is removed.
 - No eating, drinking, or chewing gum is allowed in the kitchen.
 - Staff with colds or any form of illness do not work in food preparation areas.
-

Children's Involvement and Hygiene

We actively involve children in **real kitchen tasks** to develop life skills:

- Washing hands correctly before handling food.
- Using real tools safely — peelers, graters, child-safe knives.
- Measuring, mixing, kneading and chopping.
- Laying and clearing tables.
- Composting food scraps after every meal.

These experiences are supervised closely, modelled by adults, and linked to our **sustainability and healthy eating ethos**.

Cleaning and Sanitising Procedures

- All kitchen surfaces, tables, sinks, and food preparation equipment are **cleaned and sanitised daily** and after each use.
 - Colour-coded cleaning cloths are used (kitchen, nappy areas, general).
 - A cleaning rota and log are signed daily by staff.
 - Waste is disposed of in designated bins, which are emptied and cleaned daily.
 - Fridge and freezer temperatures are checked and recorded **twice daily**.
-

Food Storage and Delivery

- All perishable food is stored in fridges at **below 5°C**; freezers at **-18°C or below**.
 - Dry goods are stored in cool, dry cupboards using **FIFO (First In, First Out)** rotation.
 - Deliveries are checked immediately for temperature, packaging integrity, and use-by dates.
 - All opened food is sealed and labelled with **contents and date opened**.
 - Frozen food is labelled with date frozen and used within 3 months.
-

Cross-Contamination and Allergen Control

We operate a **strict allergen management system**:

- **Colour-coded chopping boards** and utensils for different food groups.
 - Clear allergy lists in **all rooms and the kitchen**.
 - Allergen-free alternatives are **home-made, plant-based and free from ultra-processed ingredients**, stored separately in a dedicated freezer section.
 - Separate preparation zones for allergy-safe food.
 - All staff follow our **Managing Allergies and Intolerances Policy**.
-

Pest Control and Safety

- Kitchen areas are kept clean, tidy, and ventilated.
 - Food is stored off the floor in secure, sealed containers.
 - Any sign of pests is reported immediately to management; professional pest control is called without delay.
-

Sustainability and Waste Reduction in the Kitchen

- All food is **made from scratch** using whole, fresh, plant-based ingredients, much of it from our **kitchen garden**.
 - Our **Thermomix** is used to preserve nutrients and minimise waste.
 - Leftovers are stored safely for later use (e.g., rice made into rice balls, bread into croutons).
 - Compost caddies are used for food scraps and taken to our composting area daily.
 - No single-use plastics are used for storage or serving.
-

Monitoring and Auditing

- The **Cook/Kitchen Lead** completes daily hygiene checks.
 - Management audits kitchen safety and hygiene termly.
 - Environmental Health inspections are welcomed and all recommendations actioned immediately.
 - Any incidents (e.g., temperature breaches, contamination risks) are logged and reported.
-

Linked Policies

- Managing Food Allergies, Intolerances and Cultural Needs
 - Food, Nutrition and Healthy Eating
 - Sustainability
 - Risk Assessment
 - Staff Conduct
 - Child Health and Safety
-

Authorisation

 Louise Lloyd-Evans

Owner and Director

Young Friends Kindergarten

89 Holland Road, Hove, BN3 1JP