



Food and Nutrition Policy

Policy Number	QA 2/4	Title	Food and Nutrition Policy
Revision	2.2	Written By	Policy Team and Nominated Supervisor
Reviewed By	EHOOSH Management Committee	Approved By	EHOOSH Management Committee
Supersedes	2.1	Effective Date	July 2025

1. Policy Statement

At Eastwood Heights OOSH (EHOOSH), we are committed to providing children with nutritious, high quality food in a safe and inclusive environment. Our approach aligns with national regulations and best practices, ensuring all meals support children's health, development, and wellbeing. We promote healthy eating habits, cultural inclusivity, and safe food handling, recognising the importance of nutrition in childhood development.

2. Background

The Education and Care Services National Regulations require approved providers to have policies and procedures in place in relation to the serving of food.

3. Implementation

The implementation of this policy ensures that food provision at Eastwood Heights OOSH is

safe, nutritious, and culturally inclusive. It promotes healthy eating habits while adhering to best practices in food safety and preparation. By maintaining structured meal planning, strict hygiene procedures, and active supervision, we create a positive mealtime environment that encourages independence and informed food choices. Clear procedures are established for managing dietary requirements, food brought from home, and risk minimisation strategies to uphold the wellbeing of all children.

3.1. Nutrition and Menu Planning

All menus are developed in alignment with the Australian Dietary Guidelines and the Eat Smart Play Smart Manual, ensuring children receive balanced and nutritious meals. A weekly menu is displayed for families, providing transparency on the food and beverages offered. Drinking water is always accessible, and children are encouraged to stay hydrated throughout the day. The service prioritises fresh, whole foods while minimising processed foods high in sugar, salt, and unhealthy fats. Cultural inclusivity is reflected in menu planning, acknowledging and celebrating the diverse food preferences of families and children.

3.2. Safe Preparation of Food

Food handling follows national food safety standards, with strict procedures in place to prevent contamination. All staff must complete the All about Allergens and Safe Food Handling courses, to ensure the safe handling of food for children with dietary restrictions. Perishable foods are stored at appropriate temperatures, and all food preparation areas are sanitised to maintain high hygiene standards. The menu is inclusive of all children and is able to address potential allergen exposures to ensure the safety of children with medical conditions.

3.3. Providing a Positive Mealtime Environment

Mealtime is a social experience that promotes healthy eating and positive interactions.

Educators model good eating habits by engaging with children during meals, fostering discussions, and encouraging children to try a variety of foods. Opportunities for children to participate in food preparation and cooking activities allow them to develop independence and build confidence in making healthy choices. The environment is structured to allow adequate time for children to eat in a calm, unhurried manner, ensuring they feel comfortable and supported during meals.

3.4. Dietary Requirements and Allergy Management

Families provide information about their child's dietary requirements upon enrolment, including allergies, cultural preferences, and religious considerations. Alternative food options are provided where necessary, and strict protocols are followed to prevent cross-contamination. All educators are informed of individual dietary needs, and risk minimisation plans are in place to always ensure children's safety.

3.5. Food From Home

Parents who wish to provide food from home due to dietary requirements must first discuss this with the Nominated Supervisor to ensure alignment with the service's policies. Families are encouraged to pack healthy meals and avoid sending lollies, chocolates, soft drinks, or energy drinks. During vacation care, educators monitor food brought from home, particularly in relation to allergens, to maintain a safe eating environment.

3.6. Supervision and Risk Management

Active supervision is maintained during mealtimes to ensure children's safety and to encourage positive eating behaviours. When eating the children must be seated and children who choose to not eat are not to play in the eating area. Before participating in cooking activities, risk-benefit assessments are conducted to identify potential hazards and mitigate risks. Any food-related incidents, including allergic reactions or choking hazards, are documented and reported immediately, ensuring timely intervention and follow-up.

4. Roles and Responsibilities

Approved Provider	<ul style="list-style-type: none"> • Ensure compliance with national food safety regulations • Oversee the development and review of food policies • Allocate resources for food safety training and the provision of nutritious meals
Nominated Supervisor	<ul style="list-style-type: none"> • Facilitate communication between families and the service regarding dietary needs. • Conduct regular monitoring and policy reviews to align with best practices
Food Safety Officer(s)	<ul style="list-style-type: none"> • Follow strict food safety protocols to prevent contamination and foodborne illnesses. • Accommodate allergies, dietary restrictions, and cultural preferences. • Maintain accurate records of food storage, preparation, and temperature control. • Implement food safety procedures and ensure all staff adhere to them. • Support cooks when planning the menu
Cooks	<ul style="list-style-type: none"> • Prepare meals that align with the Australian Dietary Guidelines and service menu. • Ensure safe food handling practices are used • Ensure safe food preparation practices are used • Communicate with Food Safety Officer(s) if issues arise
Educators and Support Staff	<ul style="list-style-type: none"> • Implement safe food handling practices and supervise children during mealtimes. • Model healthy eating habits and foster positive discussions about food. • Support children in food related activities while ensuring safety and engagement.
Families	<ul style="list-style-type: none"> • Provide up to date dietary information for their children. • Ensure food brought from home aligns with the service's healthy eating guidelines.

- Communicate any concerns regarding their child's nutrition with the service.

5. References

5.1. Statutory Authority

- Education and Care Services National Law Act 2010
- Education and Care Services National Regulations
- Food Act 2003 (NSW)
- FSANZ Food Standards Code
- Eat Smart Play
- Food Allergens Course
- Staying Healthy Guide (6th Edition)

5.2. Relevant Service Policies

- Enrolment and Orientation Policy
- Excursion Policy
- Food Handling Policy
- Governance and Management Policy
- Illness and Infectious Diseases Policy
- Incident Injury trauma and Illness Policy
- Medical Conditions and Allergies Policy
- Providing a Child Safe Environment Policy
- The Administration of First Aid

5.3. National Frameworks

- My Time, Our Place: Framework for School Age Care in Australia
- National Quality Standard (NQS)

6. Induction, Training, and Review

- All staff must complete food safety training
- The policy is reviewed periodically to align with legislative updates and best practices.
- Ongoing training ensures compliance with nutrition and food safety guidelines.

7. Legislative Requirements.

Education and Care Services National Law Act 2010

Section 167	Offence relating to protection of children from harm and hazards
Regulation 85	Incident, injury, trauma, and illness record, for when medication is administered in response to such incidents.
Regulation 86	Notification to parent of incident, injury, trauma and illness
Regulation 87	Incident, injury, trauma and illness record
Regulation 88	Infectious diseases
Regulation 89	First aid kits
Regulation 90	Medical Conditions Policy
Regulation 92	Medication Record
Regulation 93	Administration of medication

Regulation 94	Exception to authorization requirement – Anaphylaxis or Asthma emergency
Regulation 101	Conduct of risk assessment for excursion
Regulation 102C	Conduct of risk assessment for transporting of children by the education and care service
Regulation 136	First aid qualifications
Regulation 137	Approval of qualifications
Regulation 161	Authorisations to be kept in enrolment record
Regulation 162	Health information to be kept in enrolment record
Regulation 168	Education and Care Services must have policies and procedures
Regulation 169	Additional policies and procedures – family day care service
Regulation 170	Policies and procedures to be followed
Regulation 171	Policies and procedures to be kept available
Regulation 172	Notification of change to policies or procedures
Regulation 176	Time to notify certain information to Regulatory Authority
Regulation 183	Storage of records and other documents

Revision Chronology

Version Number	Date	Reason for Change
1.0	April 2018	Endorsed by OOSH executive committee
1.1	February 2021	Review and Evaluation

1.2	February 2021	Edited and Reviewed
2.0	March 2021	Endorsed by EHOOSH executive committee
2.1	October 2022	Review and evaluation and change of name to include dietary requirements
2.2	July 2025	Reviewed and updated in new policy template