

**HAMILTON WENTWORTH CATHOLIC CHILD CARE CENTRES
POLICY & PROCEDURE MANUAL**

Section:	THREE: SERVICE DELIVERY	Number:	SD 3.18
Subject:	Healthy Eating Policy	Date:	April 2013
Authorized:	Executive Director	Review:	April 2015
		Review:	

POLICY

HWCCCC programs promote healthy eating by providing nutritious and safe foods in a supportive environment, by role modeling healthy eating behaviours, by including healthy foods in creative play and teaching activities for children and by engaging, supporting and educating parents and staff.

SCOPE

This Statement of Policy and Procedure applies to all employees, students and volunteers.

RESPONSIBILITY

The **Executive Director** is responsible for ensuring that all relevant practices are identified and procedures are developed to ensure safe, healthy practices.

The **Supervisor or Program Manager** is responsible for ensuring that all nutrition practices and procedures are adhered to in the Centre. Regular monitoring of these practices shall be done by the Supervisor/ Program Manager.

Where practices require the cooperation of parents, parents must be informed of their responsibilities under this policy

All employees, students and volunteers are responsible for familiarizing themselves with, and adhering to the standards and practices outlined in this policy statement as well as participating in required training opportunities such as the Food Handlers' Course.

PROCEDURE

1. Nutritious Foods/Menu Planning

Nutritious and safe meals and snacks that meet the Day Nurseries Act (1990) and amendments and follow Canada's Food Guide (2007) are to be planned and prepared for each child care program or provided by a catering company.

Menus must be planned using good menu planning principles and include a variety of new and familiar healthy and appealing foods.

Staff members will optimize healthy eating by encouraging a nutrient-rich diet and by avoiding potentially harmful ingredients such as transfat and by limiting fat, sodium and added sugars.

Menus are to be posted in a conspicuous place. Any changes to the schedule will be noted.

2. Safe Foods/ Special Diets

Staff members will strive to increase awareness and reduce the risk of food-borne illness, the risk of choking and the incidence of adverse reactions to food through safe food-handling practices, adherence to special dietary indicators, education and training.

Children's dietary needs such as medical, cultural, or religious restrictions will be respected. Staff persons will work with the parents to try to meet these needs. All dietary restrictions will be noted and posted where the food is prepared and served.

It is expected that there will be staff person(s) on-site trained with the Food Handling Certificate as per the expectations of City of Hamilton Public Health Department.

3. Supportive Environment

The program shall provide a safe, clean and pleasant setting for infants and children from breastfeeding to introduction of solids to feeding toddlers and preschoolers and school-age children. Adequate time shall be allowed for eating. Mealtimes are to be positive social times in which the children are encouraged to interact and converse. Staff should use these times as an opportunity to teach nutrition and food concepts.

Staff members should trust children to manage their eating with respect to both amounts and types of food. Children should be allowed to decide whether to eat and how much to eat. Foods and beverages are not to be used as rewards or withheld as punishment.

4. Role Modeling

Staff members are to be positive role models for children demonstrating the program's commitment to providing a healthy environment. Staff members are not to consume unhealthy foods and beverages such as candy or soft drinks in the presence of children.

5. Creative play and teaching activities for children

Integrating nutrition and healthy eating concepts into a variety of content areas will reinforce appropriate messages. Children can be involved in growing, preparing and cooking foods.

6. Engaging, supporting and educating parents and staff

Program staff shall coordinate with Public Health Services and provincial healthy eating initiatives to provide consistent messages and resources. Staff members and parents shall be provided with appropriate educational and training opportunities.

7. Ongoing Monitoring

HWCCCC and its programs will monitor the implementation of these practices throughout the year on a regular basis using resources such as the Healthy Eating Indicators' Tool.

8. Bag Lunch Policy

In locations that do not have appropriate facilities to serve full meals, procedures can be put in place to support bag lunches for school-age children who participate in full day programmes.

- Parents will supply a nutritious lunch
- Staff will ensure that lunches consist of servings from each of the four foods groups
- The program will have a supply of food that can be easily served in the event the child forgets his/her lunch or the lunch needs to be supplemented.
- Parents will be informed of foods that must not be included in packed lunches if any children have severe allergies and to ensure compliance with the school procedures.

Related Documents

- Canada's Food Guide (2007)
- Day Nurseries Act (1990)
- Healthy Eating indicators' Tool