



# East Adelaide School Out of School Hours Care

## Nutrition Policy.

East Adelaide School  
Out of School Hours Care  
Last Review July 2019  
Next Review: January 2022

### 1. Background

The following is taken from QIAS Factsheet 2 from the National Childcare Accreditation Council:

**High quality nutritional food is essential for the proper growth and development of children. Providing a balanced and nutritional diet assists children to develop healthy eating habits. OSHC services can play a significant role in helping children develop positive attitudes and habits for healthy eating. OSHC services also offer an ideal opportunity to offer instruction relating to food handling and hygiene.**

The service must meet the requirements of the Australian Food Safety Standards and ensure that educators are kept informed of the latest information. In addition, the service ensures that educators have the opportunity to undertake Food Handling Training. The local government office (council) monitor’s food safety and can assist with answers to questions.

### 2. Relationships to Other Policy/Regulation

Regulations	National Quality Standard	Other policies/service documentation	Other legislation/Guidelines
168	2.3	Risk Assessment Policy Camps and Excursions Guidelines Consent Form Emergency and Evacuation Policy Bushfires, Sun Protection Policy Medical Conditions Policy	Camps and Excursions Guidelines

### 3. Definitions

#### 4. Policy Statement on Nutrition

The East Adelaide OSHC service considers nutrition to be a vital component in the healthy development of children. The service uses the *Dietary Guidelines for Children and Adolescents*, developed by the National Health and Medical Research Council, as a basis for the service’s policy and practices regarding nutrition.

We are compliant with the food handling practices contained in Australian Food Safety Standards.

Our educators and staff are asked to model best practice at all times.



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## 4.1 General:

East Adelaide OSHC will ensure that:

- Food and beverages are provided to children as part of the program and will be done so with reference to the Dietary Guidelines for Children and Adolescents.
- Nutritional information, service policy and the Dietary Guidelines for Children and Adolescents will be available for families at the service.
- Food and beverages will be nutritious, varied and of a sufficient quantity to ensure children have an appropriate amount to meet their growth and developmental needs.
- Food and beverages supplied take into account the cultural, religious, dietary, allergy and health requirements of the children and families accessing the service.
- Children are encouraged to try new foods, but no child will be forced to eat something they do not like or which is inconsistent with their religious/cultural/health or dietary needs.
- The service displays a weekly menu.
- Food and beverages are prepared and stored hygienically in accordance with the Australian Food Safety Standards.
- Educators discuss healthy eating and nutrition as part of the program.
- Drinking water is always available.
- Children are reminded to wash hands before eating and observe the requirements of safe food handling.

## 4.2 Weather:

- When excursions are planned, staff will take possible changes in weather and temperature into account.
- Weather forecasts will be checked 48 hours prior to the excursion. Excursions during the summer months check with their local CFS, MFS and/or the Bureau of Meteorology to monitor weather warnings that may be related to the location of the excursion, and implement contingency plans if required.
- If planned excursions are to areas where there is fire danger, close . of the potential danger and appropriate actions are essential.
- Educators will ensure there are sufficient shaded areas for all the children to protect them from the sun, and /undercover areas of enclosed areas to protect them from rain and cold weather.
- Programs must be flexible enough to cancel, modify or shorten and excursion if it in the children's best interests and to offer alternative experiences.

## 4.3 Family Information:

- All excursions will be publicised to families and there will be no change to the publicised itinerary unless the person in charge of the excursion decides it is necessary for the safety and wellbeing of the children.
- In the event that the weather conditions require a change to the itinerary, the director will ensure that families are notified as soon as practicable. If this is before the departure time, a note on the day sheet or a take-home note with the details of the change will inform families.
- All excursions will require parent/guardian authorisation.
- Families will be advised if particular clothing is required, well as snack/lunch requirements, and any other relevant information. This information can be posted near the sign in/sign out sheets.

## 4.4 Other Considerations:



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- It is recommended that staff visit excursion venues prior to their inclusion on the program, to ensure risks are minimised.
- Children with additional needs will be identified prior to excursion and additional educators will be rostered on if required. The service will apply for Inclusion Support Funding to assist these children if applicable.
- The Director will communicate with the venue to ensure children with additional needs can participate.
- Risk Assessment will include any additional information regarding children requiring additional support.

## 5. Roles and Responsibilities

### 1.1 The director and educators will be responsible for:

- Meeting the needs of children who require medication, in accordance with the Medical Conditions Policy.
- Implementing service's Sun Protection Policy on all excursions.
- Informing families about food for excursions.
- Developing strategies to enable employees to have breaks, in keeping with the relevant Award.
- Ensuring that the child/adult ratios are adhered to.

### 1.2 Families will be responsible for:

- Not sending their child on an excursion if the child has any signs of being unwell.
- Adhering to the requests from the service about clothing to be worn, food to be brought any other specific requests.
- Being punctual and having children at care with sufficient time for the educators to make the essential final arrangements for scheduled departures.
- Providing a hat for children to take with them.
- Providing children with a full bottle of water.

### 1.3 Excursion Checklist

- Take a first aid kit, including SPF 30+ broad spectrum water resistant sunscreen
- Take a fully charged mobile phone.
- Take a list of all children on the excursion and a list of emergency phone numbers.
- A generic change of clothes.
- Ensure children can access drinking water as required.
- Ensure there is a procedure for regularly checking all children are present whilst on excursions.
- Ensure there is a way for staff to communicate with each other if, through the course of the excursion, they becoming or are required to be separated (e.g. staff mobile phones or walkie talkies)

## 6. References

1. Camps and Excursions Guidelines for Schools and Preschools at [www.decd.sa.gov.au/docs/documents/1/CampsandExcursionsGuide.pdf](http://www.decd.sa.gov.au/docs/documents/1/CampsandExcursionsGuide.pdf)



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2. Guide to Education and Care Services National Law and the Education and Care Services National Regulations 2011 at [www.acecqa.gov.au](http://www.acecqa.gov.au) (the appendices of this document provide a template for Risk Assessment Forms)
3. Education and Care Services National Regulations under the Education and Care Services National Law— 2011 at [www.acecqa.gov.au](http://www.acecqa.gov.au)
4. Disability Services: For information about disability services in South Australia, phone Disability Information service on 1300 786 117 or email your enquiry to [disabilityinfo@dfc.sa.gov.au](mailto:disabilityinfo@dfc.sa.gov.au)
5. ACEQUA Risk Assessment Template <https://www.acecqa.gov.au/media/22736>