



Group snack bar procedure

- It is the practitioner's responsibility to check on the board for any allergies or dietary needs. If there are any, then the practitioner will follow individual procedures.
- Practitioner and helpers to wash hands using soap and warm water.
- The fruit is washed and prepared for snack time.
- Apples are segmented by the staff member using the apple slicer and then placed in bowl of water until needed.
- The children are to assist in cutting their own fruit.
- Whilst the preparation is taking place the practitioner should know if there is specific learning that needs to take place from observing the planning, this could be anything from counting, naming, sorting, or just sharing news with each other.
- Once the fruit is prepared the children are encouraged to go and wipe down the snack bar tables in the main hall. Children then help to put cloths and plates on the tables.
- Practitioner to call snack bar is open and all to wash hands.
- Practitioner then places trays of prepared fruit onto tables for children to help themselves. 6 children at a time as a maximum.
- Practitioner and children to wash hands using soap and warm water.
- Practitioner is to encourage the children;
 - To wash and dry their hands.
 - To remove their names from the self-registration board and place in the name tin.
 - To pour themselves a drink and place this on the table.
 - To sit nicely at the table and enjoy the time with their peers.
- When the children have finished their snack the practitioner should encourage the children to clear the table by placing their cup and plate in the bowls next to the snack bar table.
- At the end of snack time the practitioner encourages another child to wipe down the tables after every one has finished.
- Practitioner and two children to help stack dishwasher.
- BLUE cloths are to be used to wipe down snack bar table. BLUE paper towels are to be used for craft and messy play activities.

This procedure has been adopted by Tandridge Village Pre-School Committee.

Signed on behalf of the Pre-School:

Date

This procedure will be reviewed: Autumn 2020

(Unless there is a change in legislation or with direct guidance from an educational body)

Staff Signatures:

Date: