



Snack Stop Procedure

1. Select 3-4 healthy snack items and prepare using appropriate food safety and hygiene measures. Choose a child to help.
2. Place the 3 items in different bowls with serving spoons.
3. Prepare jugs of water and milk.
4. Put name labels on the blackboard.
5. Clean with anti-bac spray and set out a table where the food, drink, cups and plates will be presented.
6. Clean with anti-bac spray and set out another table for the children to eat at.
7. Use a smaller table for the washing up bowl, with a tea towel.
8. Place the recycling bin near to the washing up table.
9. Put the snacks, drinks, cups and plates on the serving table for children to self-select.
10. Ask one of the children to tell the others that the snack stop is open.
11. When a child comes for snack, check that they have washed their hands.
12. Ask the child to find their name and put it in the basket, give praise when this is done.
13. Support the child where needed to choose their drink and snack and take it to the table. Encourage the children to be self-reliant, make their own choices and leave enough for everyone else.
14. Praise the children throughout for good manners and encourage conversation at the table.
15. When each child has finished, support the child to put their waste in the recycling container then wash and dry up their own cup and plate and put them in the kitchen serving hatch.
16. If anything gets spilt at the snack table, encourage the children to work out what to do themselves.

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